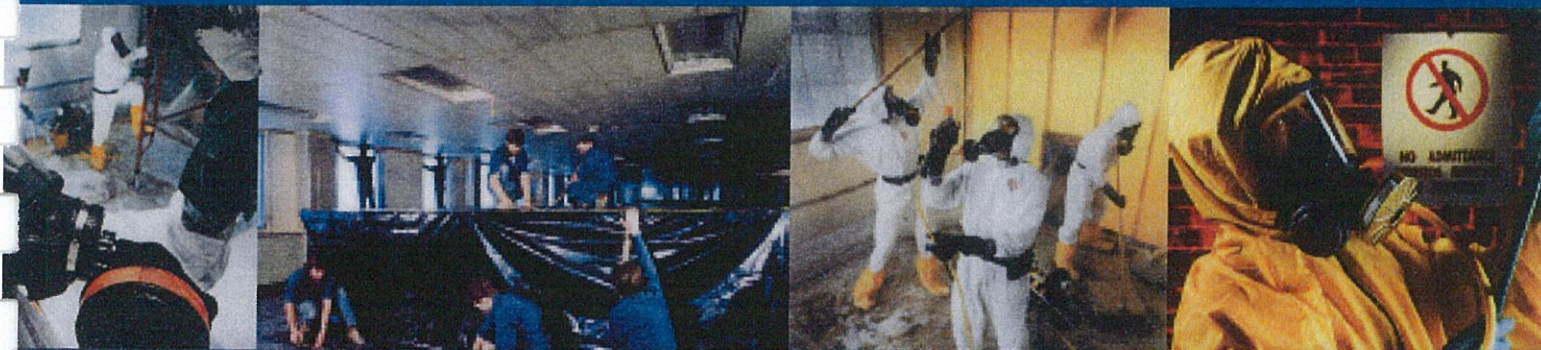


# CLOSE OUT REPORT

## PASPALIS PROPERTY TRUST

Asbestos Removal,  
Paspalis Centrepont

January 2012



# McMAHON SERVICES

- Civil Engineering • Demolition • Asbestos Removal • Building Services
- Environmental Remediation • Toxic Waste Handling • Industrial Services



<b>CONTENTS LIST</b>	<b>PAGE</b>
Introduction	2
Asbestos Products Removed	2
Personnel on Site – Removal	2
Personnel on Site – Monitoring	2
NT Worksafe	3
Methodology	3
Asbestos Disposal	3

#### **Appendices**

Appendix 1	-	NT WorkSafe Notification
Appendix 2	-	Project Risk Assessment
Appendix 3	-	Job Safety Analysis
Appendix 4	-	AEC Environmental Air Monitoring Results
Appendix 5	-	Waste Disposal Receipt

## **INTRODUCTION**

McMahon Services Australia (NT) Pty Ltd were contracted to remove ACM partitions and sheeting from the Paspalis Centrepont. McMahon Services completed the removal works in two separate stages.

McMahon Services commenced and completed stage one works on the 5<sup>th</sup> January 2012. McMahon Services commenced and completed stage two works on the 19<sup>th</sup> January 2012.

AEC Environmental completed Removal Monitoring, Clearance Monitoring and Final Clearance monitoring to determine air borne asbestos fibres presence during the removal at the site.

All works on site were carried out in accordance with the NT WorkSafe Code of Practice for the Safe Removal of Asbestos (NOHSC: 2002) (2005) 2<sup>nd</sup> Edition and McMahon Services Safe Work Instructions, Asbestos Training Manual and Safety Policy.

## **ASBESTOS PRODUCTS REMOVED**

- Sheeting
- Partitions

## **PERSONNEL ON SITE – (Asbestos removal)**

- |                    |                  |                      |
|--------------------|------------------|----------------------|
| • Kris Sharpe      | McMahon Services | Asbestos Lic: 435979 |
| • Richard Wilson   | McMahon Services | Asbestos Certificate |
| • Luke Sutton      | McMahon Services | (In House Training)  |
| • Michael Killalea | McMahon Services | (In House Training)  |
| • Tyson Arbon      | WorkPac          | (In House Training)  |
| • Kris Arbon       | WorkPac          | (In House Training)  |
| • Matt Duncan      | WorkPac          | (In House Training)  |

## **PERSONNEL ON SITE – (Other than asbestos removal)**

- |                   |  |
|-------------------|--|
| • Naciye Haliloff | AEC Environmental (Air Monitoring and Final Clearance) |
| • Darren Kenny    | AEC Environmental (Air Monitoring and Final Clearance) |

**NT WORKSAFE**

McMahon Services provided Notification of Works forms to NT WorkSafe outlining the scope of works.

**METHODOLOGY**

- Notify NT WorkSafe
- Exclusion zone created with bunting and signage.
- Air monitors put in place.
- Existing asbestos containing materials will be removed from its location
- All asbestos containing materials will be placed into approved asbestos bags
- All areas will be wet wiped or vacuumed clean
- Hygienist will inspect work area
- Air monitors will be removed for analysis
- Signage and bunting will be removed
- Asbestos bags will be transported to Shoal Bay Waste Facility
- Submit close out report to client

**ASBESTOS DISPOSAL**

All asbestos material was transported to the Shoal Bay Waste Disposal site for safe disposal.



*Paspalis Property Trust  
Asbestos Removal, Paspalis Centrepont*

---

**APPENDIX 1 – NT WORKSAFE NOTIFICATION**

**NOTIFICATION FORM**

# Asbestos Removal Notification

In accordance with the Regulations 26 and 39A and Schedules 3 and 5 of the NT [Workplace Health and Safety Regulations](#) a person shall not commence work of a type specified in Schedule 5 or permit such work to be commenced unless the Authority is notified.

**Notifications other than asbestos or material containing asbestos use notification form [FM019](#).**

NT WorkSafe must be notified at least seven days prior to commencement of the work or, in an emergency situation, as soon as possible before commencement.

## 1. Details of Licensed Asbestos Removalist (please print in BLOCK letters)

Full Registered Name – as it appears on the Licence – of Licensed Asbestos Removalist conducting the removal: <b>Trevor Boothey</b>			
Licence number: <b>56923</b>			
Company Name (if applicable): <b>McMahon Services Australia NT</b>		ABN: <b>52109241885</b>	
Postal Address: <b>PO Box 36546 Winnellie NT 0821</b>			
Telephone number: <b>89302500</b>	Facsimile number: <b>89422782</b>	Mobile number: <b>0408817851</b>	
Email: <b>darwin@mcmsservices.com.au</b>			
Nominated site supervisor/s: (a licensed supervisor must be on site at all times during removal works)			
Name:	<b>Kris Sharpe</b>	NT Licence no:	<b>435979</b>
Name:	<b>Rhyse Boothey</b>	NT Licence no.:	<b>61065</b>

## 2. Details of client

Client name (person or organisation that commissioned the asbestos removal work): <b>Paspali Property Group</b>		<b>OFFICE USE</b> Is part 2 complete <input type="checkbox"/> Yes <input type="checkbox"/> No
Contact person: <b>Darran Lum</b>	Client telephone: <b>08 89430600</b>	

## 3. Workplace name and address - (where asbestos removal work will be performed)

Workplace name (include registered business or corporate name): <b>Paspalis Centre Point</b>		
Workplace address: <b>Level 1 / 48-50 Smith Street</b> <b>Darwin NT</b> Postcode: <b>0801</b>		
Specific location where removal work will take place (eg. floor level, name of building): <b>Toilets on levels 3, 4 &amp; 5</b>		
Date of notification <b>6/12/2011</b>	Planned removal commencement date: <b>5/1/2012</b>	Estimated completion date: <b>6/01/2012</b>

**OFFICE USE**  
 Is part 3 complete  
☐ Yes  
☐ No



#### 4. Type of notification

Tick **one** of the below:

- ☒ At least 7 days prior to asbestos removal commencing (pursuant to Regulation 26 of the NT Workplace Health and Safety Regulations)

OR

- ☐ Notification of an "urgent" removal

If less than 7 days notice is proposed supply details of the urgent circumstances.

Please note that whether or not a situation is urgent (or an emergency) in this context is related to the **potential risk** – and not to convenience, or a failure to plan, on your part or on the part of your client.

Tick **one** of the below:

Is this notification:

- ☒ First notification for this removal job  
☐ Updated/amended notification for this removal work

OFFICE USE

Is part 4  
complete

- ☐ Yes  
☐ No

#### 5. Names and licence numbers (or details of training and experience) of workers who will undertake the asbestos removal:

Name (printed)	Licence number	Training/experience
Adrian James		In-house training
Richard Wilson		In-house training

OFFICE USE

Is part 5  
complete

- ☐ Yes  
☐ No

## 6. Type of workplace

- ☒ Public location (eg. school, hospital, shopping centre, child care centre)
- ☐ Industrial
- ☐ Adjacent to public location
- ☐ Office
- ☐ Demolition site

- ☐ Domestic premises
- ☐ Utilities infrastructure (eg. telecommunications pits and pipes, gas, sewerage, electrical)
- ☐ Vessel, plant or vehicle
- ☐ Other (specify)

### OFFICE USE

Is part 6 complete

- ☐ Yes
- ☐ No

## 7. Advice to those potentially affected by the removal work activities

Is there a potential for persons in adjoining properties to be affected by these works? (eg. traffic management procedures, use of heavy lifting plant on site, public concern about potential exposure etc)

- ☐ Yes ☒ No

Who from adjoining properties has been or will be provided with information in relation to the proposed works? How will they be advised?

**Isolated site**

**Work done at night**

### OFFICE USE

Is part 7 complete

- ☐ Yes
- ☐ No

## 8. Type of asbestos contained in material to be removed

- ☒ Chrysotile ☐ not applicable
- ☒ Amosite ☐ Other (please specify):
- ☐ Crocidolite

### OFFICE USE

Is part 8 complete

- ☐ Yes
- ☐ No



## 9. Type of removal

### Friable Removal

#### Type of Asbestos Containing Material (ACM)

- ☐ Sprayed Limpet
- ☐ Pipe lagging
- ☐ Insulation
- ☐ Manufactured non-friable ACM that has become friable
- ☐ Friable millboard
- ☐ Friable gaskets
- ☐ Other (please specify):

#### Method of enclosure

- ☒ Full Enclosure ☐ Glove Bag
- ☐ Mini Enclosure ☐ Wrap and Cut
- ☐ Other (please specify):

### Non-Friable Removal

#### Type of Asbestos Containing Material (ACM)

- ☐ AC roof
- ☐ AC pipe
- ☒ AC sheet
- ☐ Vinyl floor or wall tile
- ☐ Fire door
- ☐ Pump/Valve Packing
- ☐ Zelanite Boards
- ☐ Non-Friable gaskets
- ☐ Telecommunications pits and pipes
- ☐ Asbestos containing glue
- ☒ Other (please specify):

#### ACM Partitions

Estimated Friable Removal  
Quantity  
Cubic metres (m<sup>3</sup>):

Estimated Non-Friable  
Removal Quantity  
Square metres (m<sup>2</sup>):  
**30 m2**

Estimated removal quantity for  
pipe (metres x diameter):

#### OFFICE USE

Is part 9  
complete

- ☐ Yes  
☐ No

## 10. Scope of asbestos removal work

Will the asbestos removal work described in this notification result in removal of ALL  
asbestos containing materials from the entire site?

- ☐ Yes ☐ No ☒ Do not know / unsure

#### OFFICE USE

Is part 10  
complete

- ☐ Yes  
☐ No

## 11. Name of organisation conducting para occupational air monitoring

Name of organisation:

**AEC**

*The National Code of Practice for the Safe Removal of Asbestos states that air monitoring should be performed whenever ACM is being removed, to ensure that control measures are effective. Air monitoring is required for indoor friable removal and outdoor friable removal that presents a risk. Although an air monitoring program is not always necessary for the removal of non-friable ACM, it is nonetheless good occupational hygiene practice. If no monitoring is to be conducted please provide the reason:*

#### OFFICE USE

Is part 11  
complete

- ☐ Yes  
☐ No

## 12. System of work

How will the work be carried out? Provide a task list or workflow outlining the intended process and sequencing of activity.

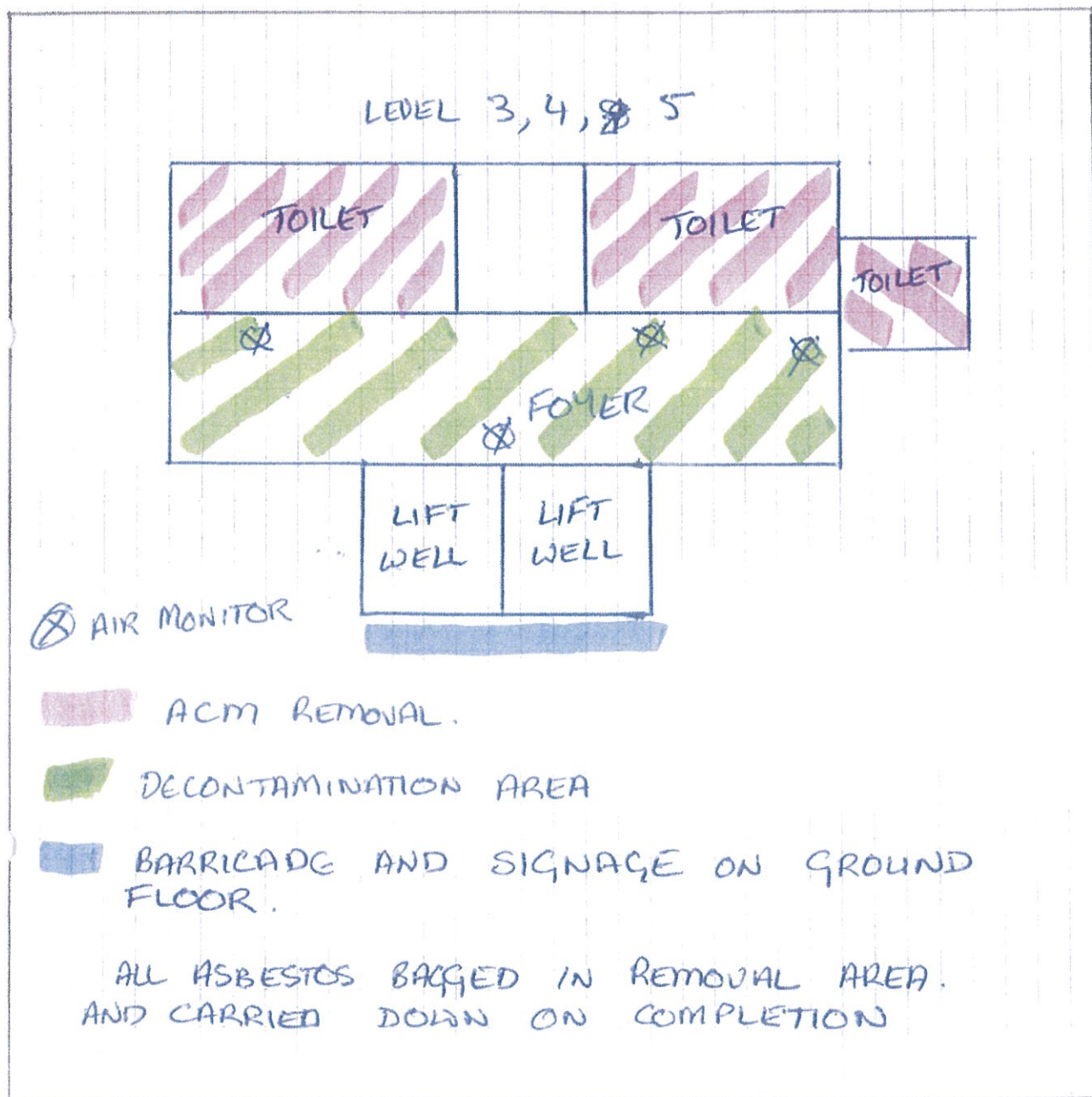
1. Exclusion zone created with bunting and signage.
2. Air monitors put in place
3. Existing asbestos containing materials will be removed from its location
4. All asbestos containing materials will be placed into approved asbestos bags
5. All areas will be wet wiped or vacuumed clean
6. Hygienist will inspect the work area
7. Air monitors will be removed for analysis
8. Signage and bunting will be removed
9. Asbestos bags will be transported to Shoal Bay Waste Facility
10. Submit close out report to client



**Provide details of the location of the removal including a site plan showing:**

Where on the site the asbestos containing material is located and approximate distances from removal site to boundaries, adjacent buildings or structures and public areas such as footpaths and roadways, location of bins, location of traffic management measures, where air monitoring equipment will be set up (if known) and locations of decontamination facilities (where required) including the approximate distances of this equipment from the removal site and boundaries

Not required to be to scale



ALL WORK WILL BE CARRIED OUT AT NIGHT WITH ONLY THE REMOVALISTS AND HYGIENIST PRESENT.

OFFICE USE

Is part 12 complete

☐ Yes

☐ No

### 13. Risk Management Plan

Provide details of your Risk Management Plan for this removal work by either:

- completing the details below;  
OR
- attaching a separate document which meets the requirements of Regulation 39B of the Workplace Health and Safety Regulations 2008.

**NOTE:** An appropriate level of supervision must be provided to ensure that control measures are implemented.

#### 13.1 Hazards, risks and control measures

##### 13.1.1 Risk of falling

Will the removal involve work at height (eg roof, ceiling)?

☐ Yes ☒ No

Is there a risk of workers falling?

☐ Yes ☒ No

What distance is it possible to fall? **500 mm**

##### Control measures

*What fall prevention measures will be utilised?*

☐ Perimeter protection ☐ Scaffolding ☐ EWP (boom type) ☐ Scissor lift

Will fall arrest equipment (harnesses, lanyards etc) including harnesses for workers using EWP be used?

☐ Yes ☒ No

Are operators of EWP licensed?

☐ Yes ☒ No

Other (if applicable):

##### 13.1.2 Risk of exposure to asbestos fibre

Is there a risk of exposure to persons other than workers performing the removal?

☐ Yes ☒ No

Who might be at risk?

##### Control measures

*What process will be used to minimise the release of fibres?*

☐ Wetting down ☐ PVA spray ☒ Steps to minimise breakage

Other:

*What control measures will be utilised to protect workers from exposure to fibres?*

☒ Personal Protective Clothing and footwear:

☒ Respiratory Protection Devices (specify type):

☒ What training has been provided to workers undertaking the removal?

##### In house training

*What control measures will be utilised to protect others from exposure to fibres?*

☒ Warning signs and barriers

☒ Plastic screening isolating the work area

☒ Decontamination facilities (specify)

☒ Approved vacuum equipment in use (HEPA filter)

☒ Wet wiping after final cleaning or PVA spray

☒ Will air monitoring be undertaken

☒ Final visual inspection to ensure site is free of debris or waste

☒ If monitoring is required – final clearance by independent qualified person prior to reoccupation of area



*How will asbestos waste be disposed of?*

- ☒ Asbestos waste bagged in plastic at least 0.2mm thick and appropriately marked
- ☒ Provision of sufficient appropriate lined bins

Proposed disposal site which has AGREED to accept the asbestos waste: **Shoal Bay Waste Facility**

Company transporting waste: **McMahon Services**

Hazardous waste handling licence no: **EPL 58**

**13.1.3 Plant related risks**

- |   |   |  |
|---|---|--|
| Will cutting or grinding equipment be used? | <input type="checkbox"/> Yes            | <input checked="" type="checkbox"/> No |
| Will powered mobile plant be used?          | <input type="checkbox"/> Yes            | <input checked="" type="checkbox"/> No |
| Will portable electrical equipment be used? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |

**Control measures**

- ☒ Training, competency assessment or licensing of workers operating mobile plant
- ☒ All electrical equipment protected by RCDs
- ☒ Equipment and extension leads tested, tagged and visually inspected prior to use
- ☒ Existing electrical fixtures isolated by a license electrical contractor
- ☒ Measures in place to prevent contact with overhead power lines

**13.1.4 Environmental risks**

- Are workers at risk from environmental factors such as inclement weather (including rain, wind, heat, humidity)? ☒ Yes ☐ No

**Control measures**

- ☒ Scheduled breaks for workers wearing full PPE
- ☒ Provision of or access to amenities (e.g. toilets)
- ☒ Provision of drinking water, shade, shelter

**13.1.5 Vehicle related risks**

- Are there risks associated with the movement of vehicles (traffic entering or leaving site, movement of mobile plant, work impinging on footpaths or roadways etc)? ☐ Yes ☒ No

If yes, control measures are:

**Control measures**

- |   |   |
|---|---|
| <input type="checkbox"/> Council notified – permit granted  | <input type="checkbox"/> barricades erected, traffic diverted |
| <input type="checkbox"/> traffic control device(s)  | <input type="checkbox"/> pedestrian traffic diverted          |
| <input type="checkbox"/> traffic controller in place when vehicles moving across footpaths or onto roadways |   |
| <input type="checkbox"/> traffic management plan  |   |
| <input checked="" type="checkbox"/> site fenced and secured (if applicable)                                 |   |
| <input type="checkbox"/> Other control measures (specify):  |   |

### 13.1.6 Emergency planning

First aid officer on site is: **Kris Sharpe**

First aid kit on site: ☒ Yes ☐ No

Emergency contact details are maintained on site: ☒ Yes ☐ No

All site workers are trained in emergency response: ☒ Yes ☐ No

Evacuation plan in place: ☐ Yes ☒ No

The following emergency response equipment is held on site (provide details):

**Fire Extinguisher**

The following have been identified as potential emergency situations (provide details):

Other risks and control measures (specify below or attach a separate document):

### 13.2 Health surveillance

*What measures are in place for health surveillance of workers undertaking asbestos removal work?*

- ☒ Health surveillance in accordance with Regulation 164(2) is undertaken
- not later than 90 days after the date on which the worker commences the work or process; and
  - at intervals not longer than 3 years for so long as the worker continues to be engaged in such work or process; and
  - not later than 30 days after the termination of his or her employment unless, within the previous 12 months, the worker has undergone health surveillance in accordance with this regulation.

*What records are kept in relation to the potential exposure of workers to asbestos fibre?*

- ☒ Measures are in place to maintain a record of the following information for not less than 30 years after the date of last entry in the record
- a list of workers (including their full name, date of birth and addresses while working for the employer) identified as a result of an assessment as having a likelihood of exposure to asbestos

### 13.3 Details of person who is certifying this Risk Management Plan

Name:

**Kyle Hercus**

Qualifications/Licence No:

**8082**

(the holder of a license to remove asbestos of the type involved in this removal process is a person whose qualifications and experience is acceptable to the Authority)

OFFICE USE

Is part 13 complete

☐ Yes

☐ No





## 14. Declaration by notifier

### Declaration

I declare that, to the best of my knowledge, the information provided in this notification and supporting this notification is true and correct in every particular.

I declare that where I have provided personal information to NT WorkSafe about any other individual, I am authorised to provide that information, the information has been collected in accordance with the *Information Act* (NT) and the individual has been or will be made aware of NT WorkSafe's identity and how to contact it and of the other matters of which an individual is required to be made aware when personal information is collected about them.

Signature of licence holder 	Date 6-12-11
Witnessed by (signature) – witness must be at least 18 years of age 	Date 6-12-2011
Witness name (printed) ANDREW COLLINS	Telephone 0488147602

**WARNING**  
THE PROVISION OF FALSE OR MISLEADING INFORMATION  
IS AN OFFENCE UNDER THE LEGISLATION.

<b>OFFICE USE</b> Is part 14 complete <input type="checkbox"/> Yes <input type="checkbox"/> No
--

## 15. General information and instructions

This notification must be faxed, emailed or mailed to NT WorkSafe:

Fax number: 08 8999 5141

Email: [ntworksafe@nt.gov.au](mailto:ntworksafe@nt.gov.au)

Postal address: GPO Box 1722 DARWIN NT 0801

It must reach NT WorkSafe at least 7 days prior to the proposed commencement of the asbestos removal, unless there are urgent circumstances in which case you must contact NT WorkSafe as soon as you are aware that an urgent removal may be required.

Personal information collected by NT WorkSafe in connection with this notification will be used for the purpose of assessing the notification and administering Northern Territory workplace health and safety legislation. The information may also be used for the administration and enforcement of other legislation administered by NT WorkSafe, administration and evaluation of NT WorkSafe's programs generally and legal proceedings.

NT WorkSafe may disclose personal information to its contractors and agents; to a court or tribunal; to other regulatory agencies and to any person authorised by the individual to whom it relates, or by law, to obtain it.

NT WorkSafe may disclose a person's licence status to employers or prospective employers and members of the public who wish to check this status. Collection of this information may be required by Northern Territory workplace health and safety legislation.

If you do not provide any or all of the information required by this form, you will not have met your legal obligation to notify NT WorkSafe of your intention to undertake this work. Commencement of work without notification is a breach of the Workplace Health and Safety Regulations 2008.

For further information please contact NT WorkSafe on 1800 019 115 or go to [worksafe.nt.gov.au](http://worksafe.nt.gov.au)



**NOTIFICATION FORM**

# Asbestos Removal Notification

In accordance with the Regulations 26 and 39A and Schedules 3 and 5 of the NT [Workplace Health and Safety Regulations](#) a person shall not commence work of a type specified in Schedule 5 or permit such work to be commenced unless the Authority is notified.

**Notifications other than asbestos or material containing asbestos use notification form [FM019](#).**

NT WorkSafe must be notified at least seven days prior to commencement of the work or, in an emergency situation, as soon as possible before commencement.

## 1. Details of Licensed Asbestos Removalist (please print in BLOCK letters)

Full Registered Name – as it appears on the Licence – of Licensed Asbestos Removalist conducting the removal: <b>Trevor Boothey</b>			
Licence number: <b>56923</b>			
Company Name (if applicable): <b>McMahon Services Australia NT</b>			ABN: <b>52109241885</b>
Postal Address: <b>PO Box 36546 Winnellie NT 0821</b>			
Telephone number: <b>89302500</b>		Facsimile number: <b>89422782</b>	Mobile number: <b>0408817851</b>
Email: <b>darwin@mcmsservices.com.au</b>			
Nominated site supervisor/s: (a licensed supervisor must be on site at all times during removal works)			
Name:	<b>Kris Sharpe</b>	NT Licence no:	<b>435979</b>
Name:	<b>Rhyse Boothey</b>	NT Licence no.:	<b>61065</b>

## 2. Details of client

Client name (person or organisation that commissioned the asbestos removal work): <b>Paspali Property Group</b>		<b>OFFICE USE</b> Is part 2 complete <input type="checkbox"/> Yes <input type="checkbox"/> No
Contact person: <b>Darran Lum</b>	Client telephone: <b>08 89430600</b>	

## 3. Workplace name and address - (where asbestos removal work will be performed)

Workplace name (include registered business or corporate name): <b>Paspalis Centre Point</b>		
Workplace address: <b>Level 1 / 48-50 Smith Street</b> <b>Darwin NT</b> Postcode: <b>0801</b>		
Specific location where removal work will take place (eg floor level, name of building): <b>Toilets on levels 3, 4 &amp; 5</b>		
Date of notification <b>6/12/2011</b>	Planned removal commencement date: <b>19/01/2012</b>	Estimated completion date: <b>20/01/2012</b>

**OFFICE USE**  
 Is part 3 complete  
☐ Yes  
☐ No



#### 4. Type of notification

Tick **one** of the below:

☒ At least 7 days prior to asbestos removal commencing (pursuant to Regulation 26 of the NT Workplace Health and Safety Regulations)

OR

☐ Notification of an "urgent" removal

If less than 7 days notice is proposed supply details of the urgent circumstances.

Please note that whether or not a situation is urgent (or an emergency) in this context is related to the **potential risk** – and not to convenience, or a failure to plan, on your part or on the part of your client.

Tick **one** of the below:

Is this notification:

☒ First notification for this removal job

☐ Updated/amended notification for this removal work

OFFICE USE

Is part 4  
complete

☐ Yes

☐ No

#### 5. Names and licence numbers (or details of training and experience) of workers who will undertake the asbestos removal:

Name (printed)	Licence number	Training/experience
Adrian James		In-house training
Richard Wilson		In-house training

OFFICE USE

Is part 5  
complete

☐ Yes

☐ No

## 6. Type of workplace

- ☒ Public location (eg. school, hospital, shopping centre, child care centre)
- ☐ Industrial
- ☐ Adjacent to public location
- ☐ Office
- ☐ Demolition site

- ☐ Domestic premises
- ☐ Utilities infrastructure (eg. telecommunications pits and pipes, gas, sewerage, electrical)
- ☐ Vessel, plant or vehicle
- ☐ Other (specify)

### OFFICE USE

Is part 6 complete

- ☐ Yes
- ☐ No

## 7. Advice to those potentially affected by the removal work activities

Is there a potential for persons in adjoining properties to be affected by these works? (eg. traffic management procedures, use of heavy lifting plant on site, public concern about potential exposure etc)

- ☐ Yes
- ☒ No

Who from adjoining properties has been or will be provided with information in relation to the proposed works? How will they be advised?

**Isolated site**

**Work done at night**

### OFFICE USE

Is part 7 complete

- ☐ Yes
- ☐ No

## 8. Type of asbestos contained in material to be removed

- ☒ Chrysotile
- ☐ not applicable
- ☒ Amosite
- ☐ Other (please specify):
- ☐ Crocidolite

### OFFICE USE

Is part 8 complete

- ☐ Yes
- ☐ No



## 9. Type of removal

### Friable Removal

#### Type of Asbestos Containing Material (ACM)

- ☐ Sprayed Limpet
- ☐ Pipe lagging
- ☐ Insulation
- ☐ Manufactured non-friable ACM that has become friable
- ☐ Friable millboard
- ☐ Friable gaskets
- ☐ Other (please specify):

#### Method of enclosure

- ☐ Full Enclosure
- ☐ Mini Enclosure
- ☐ Other (please specify):
- ☐ Glove Bag
- ☐ Wrap and Cut

### Non-Friable Removal

#### Type of Asbestos Containing Material (ACM)

- ☐ AC roof
- ☐ AC pipe
- ☒ AC sheet
- ☐ Vinyl floor or wall tile
- ☐ Fire door
- ☐ Pump/Valve Packing
- ☐ Zelanite Boards
- ☐ Non-Friable gaskets
- ☐ Telecommunications pits and pipes
- ☐ Asbestos containing glue
- ☒ Other (please specify):

#### ACM Partitions

Estimated Friable Removal  
Quantity  
Cubic metres (m<sup>3</sup>):

Estimated Non-Friable  
Removal Quantity  
Square metres (m<sup>2</sup>):  
**30 m2**

Estimated removal quantity for  
pipe (metres x diameter):

#### OFFICE USE

Is part 9  
complete

- ☐ Yes
- ☐ No

## 10. Scope of asbestos removal work

Will the asbestos removal work described in this notification result in removal of ALL asbestos containing materials from the entire site?

- ☐ Yes
- ☐ No
- ☒ Do not know / unsure

#### OFFICE USE

Is part 10  
complete

- ☐ Yes
- ☐ No

## 11. Name of organisation conducting para occupational air monitoring

Name of organisation:

**AEC**

*The National Code of Practice for the Safe Removal of Asbestos states that air monitoring should be performed whenever ACM is being removed, to ensure that control measures are effective. Air monitoring is required for indoor friable removal and outdoor friable removal that presents a risk. Although an air monitoring program is not always necessary for the removal of non-friable ACM, it is nonetheless good occupational hygiene practice. If no monitoring is to be conducted please provide the reason:*

#### OFFICE USE

Is part 11  
complete

- ☐ Yes
- ☐ No

## 12. System of work

How will the work be carried out? Provide a task list or workflow outlining the intended process and sequencing of activity.

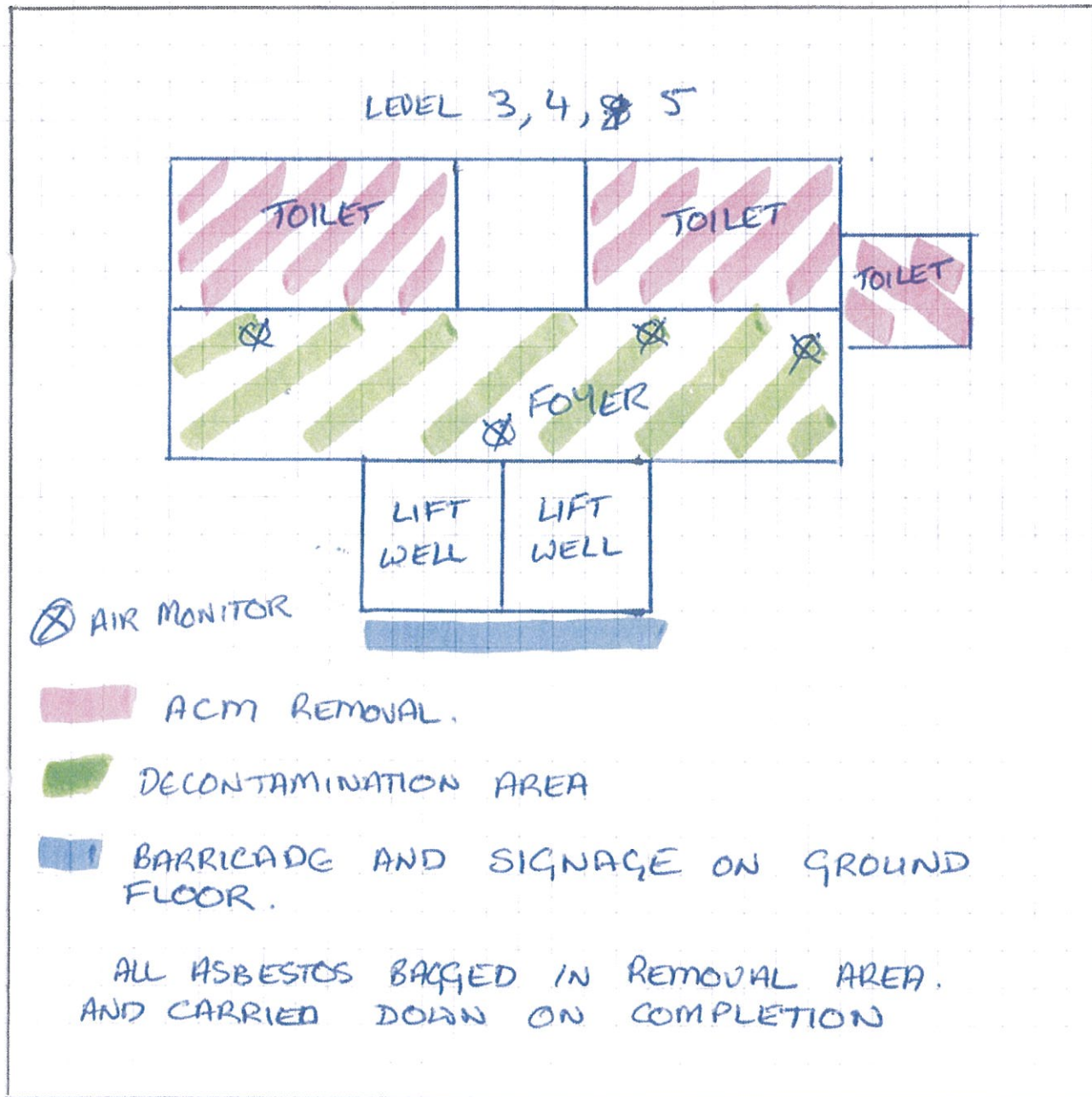
1. Exclusion zone created with bunting and signage.
2. Air monitors put in place
3. Existing asbestos containing materials will be removed from its location
4. All asbestos containing materials will be placed into approved asbestos bags
5. All areas will be wet wiped or vacuumed clean
6. Hygienist will inspect the work area
7. Air monitors will be removed for analysis
8. Signage and bunting will be removed
9. Asbestos bags will be transported to Shoal Bay Waste Facility
10. Submit close out report to client



**Provide details of the location of the removal including a site plan showing:**

Where on the site the asbestos containing material is located and approximate distances from removal site to boundaries, adjacent buildings or structures and public areas such as footpaths and roadways, location of bins, location of traffic management measures, where air monitoring equipment will be set up (if known) and locations of decontamination facilities (where required) including the approximate distances of this equipment from the removal site and boundaries.

Not required to be to scale



ALL WORK WILL BE CARRIED OUT AT NIGHT WITH ONLY THE REMOVALISTS AND HYGIENIST PRESENT.

OFFICE USE

Is part 12 complete

☐ Yes

☐ No

### 13. Risk Management Plan

Provide details of your Risk Management Plan for this removal work by either:

- completing the details below;  
OR
- attaching a separate document which meets the requirements of Regulation 39B of the Workplace Health and Safety Regulations 2008.

**NOTE:** An appropriate level of supervision must be provided to ensure that control measures are implemented.

#### 13.1 Hazards, risks and control measures

##### 13.1.1 Risk of falling

Will the removal involve work at height (eg roof, ceiling)?

☐ Yes ☒ No

Is there a risk of workers falling?

☐ Yes ☒ No

What distance is it possible to fall? **500 mm**

##### Control measures

*What fall prevention measures will be utilised?*

☐ Perimeter protection ☐ Scaffolding ☐ EWP (boom type) ☐ Scissor lift

Will fall arrest equipment (harnesses, lanyards etc) including harnesses for workers using EWP be used?

☐ Yes ☒ No

Are operators of EWP licensed?

☐ Yes ☒ No

Other (if applicable):

##### 13.1.2 Risk of exposure to asbestos fibre

Is there a risk of exposure to persons other than workers performing the removal?

☐ Yes ☒ No

Who might be at risk?

##### Control measures

*What process will be used to minimise the release of fibres?*

☐ Wetting down ☐ PVA spray ☒ Steps to minimise breakage

Other:

*What control measures will be utilised to protect workers from exposure to fibres?*

☒ Personal Protective Clothing and footwear:

☒ Respiratory Protection Devices (specify type):

☒ What training has been provided to workers undertaking the removal?

##### In house training

*What control measures will be utilised to protect others from exposure to fibres?*

☒ Warning signs and barriers

☒ Plastic screening isolating the work area

☒ Decontamination facilities (specify)

☒ Approved vacuum equipment in use (HEPA filter)

☒ Wet wiping after final cleaning or PVA spray

☒ Will air monitoring be undertaken

☒ Final visual inspection to ensure site is free of debris or waste

☒ If monitoring is required – final clearance by independent qualified person prior to reoccupation of area



*How will asbestos waste be disposed of?*

- ☒ Asbestos waste bagged in plastic at least 0.2mm thick and appropriately marked
- ☒ Provision of sufficient appropriate lined bins

Proposed disposal site which has AGREED to accept the asbestos waste: **Shoal Bay Waste Facility**

Company transporting waste: **McMahon Services**

Hazardous waste handling licence no: **EPL 58**

**13.1.3 Plant related risks**

- |   |   |  |
|---|---|--|
| Will cutting or grinding equipment be used? | <input type="checkbox"/> Yes            | <input checked="" type="checkbox"/> No |
| Will powered mobile plant be used?          | <input type="checkbox"/> Yes            | <input checked="" type="checkbox"/> No |
| Will portable electrical equipment be used? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |

**Control measures**

- ☐ Training, competency assessment or licensing of workers operating mobile plant
- ☒ All electrical equipment protected by RCDs
- ☒ Equipment and extension leads tested, tagged and visually inspected prior to use
- ☒ Existing electrical fixtures isolated by a license electrical contractor
- ☒ Measures in place to prevent contact with overhead power lines

**13.1.4 Environmental risks**

- Are workers at risk from environmental factors such as inclement weather (including rain, wind, heat, humidity)? ☒ Yes ☐ No

**Control measures**

- ☒ Scheduled breaks for workers wearing full PPE
- ☒ Provision of or access to amenities (e.g. toilets)
- ☒ Provision of drinking water, shade, shelter

**13.1.5 Vehicle related risks**

- Are there risks associated with the movement of vehicles (traffic entering or leaving site, movement of mobile plant, work impinging on footpaths or roadways etc)? ☐ Yes ☒ No

If yes, control measures are:

**Control measures**

- |   |   |
|---|---|
| <input type="checkbox"/> Council notified – permit granted  | <input type="checkbox"/> barricades erected, traffic diverted |
| <input type="checkbox"/> traffic control device(s)  | <input type="checkbox"/> pedestrian traffic diverted          |
| <input type="checkbox"/> traffic controller in place when vehicles moving across footpaths or onto roadways |   |
| <input type="checkbox"/> traffic management plan  |   |
| <input checked="" type="checkbox"/> site fenced and secured (if applicable)                                 |   |
| <input type="checkbox"/> Other control measures (specify):  |   |

### 13.1.6 Emergency planning

First aid officer on site is: **Kris Sharpe**

First aid kit on site:

☒ Yes

☐ No

Emergency contact details are maintained on site:

☒ Yes

☐ No

All site workers are trained in emergency response:

☒ Yes

☐ No

Evacuation plan in place:

☐ Yes

☒ No

The following emergency response equipment is held on site (provide details):

**Fire Extinguisher**

The following have been identified as potential emergency situations (provide details):

Other risks and control measures (specify below or attach a separate document):

### 13.2 Health surveillance

*What measures are in place for health surveillance of workers undertaking asbestos removal work?*

☒ Health surveillance in accordance with Regulation 164(2) is undertaken

- not later than 90 days after the date on which the worker commences the work or process; and
- at intervals not longer than 3 years for so long as the worker continues to be engaged in such work or process; and
- not later than 30 days after the termination of his or her employment unless, within the previous 12 months, the worker has undergone health surveillance in accordance with this regulation.

*What records are kept in relation to the potential exposure of workers to asbestos fibre?*

☒ Measures are in place to maintain a record of the following information for not less than 30 years after the date of last entry in the record

- a list of workers (including their full name, date of birth and addresses while working for the employer) identified as a result of an assessment as having a likelihood of exposure to asbestos

### 13.3 Details of person who is certifying this Risk Management Plan

Name:

**Kyle Hercus**

Qualifications/Licence No:

**8082**

(the holder of a license to remove asbestos of the type involved in this removal process is a person whose qualifications and experience is acceptable to the Authority)

OFFICE USE

Is part 13  
complete

☐ Yes

☐ No

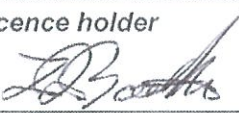
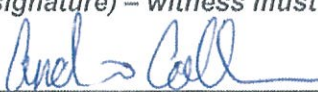


## 14. Declaration by notifier

### Declaration

I declare that, to the best of my knowledge, the information provided in this notification and supporting this notification is true and correct in every particular.

I declare that where I have provided personal information to NT WorkSafe about any other individual, I am authorised to provide that information, the information has been collected in accordance with the *Information Act* (NT) and the individual has been or will be made aware of NT WorkSafe's identity and how to contact it and of the other matters of which an individual is required to be made aware when personal information is collected about them.

Signature of licence holder 	Date 6-12-11
Witnessed by (signature) – witness must be at least 18 years of age 	Date 6-12-2011
Witness name (printed) ANDREW COLLINS	Telephone 0488147602.

**WARNING**  
**THE PROVISION OF FALSE OR MISLEADING INFORMATION**  
**IS AN OFFENCE UNDER THE LEGISLATION.**

OFFICE USE
Is part 14 complete
<input type="checkbox"/> Yes
<input type="checkbox"/> No

## 15. General information and instructions

This notification must be faxed, emailed or mailed to NT WorkSafe:

Fax number: 08 8999 5141

Email: [ntworksafe@nt.gov.au](mailto:ntworksafe@nt.gov.au)

Postal address: GPO Box 1722 DARWIN NT 0801

It must reach NT WorkSafe at least 7 days prior to the proposed commencement of the asbestos removal, unless there are urgent circumstances in which case you must contact NT WorkSafe as soon as you are aware that an urgent removal may be required.

Personal information collected by NT WorkSafe in connection with this notification will be used for the purpose of assessing the notification and administering Northern Territory workplace health and safety legislation. The information may also be used for the administration and enforcement of other legislation administered by NT WorkSafe, administration and evaluation of NT WorkSafe's programs generally and legal proceedings.

NT WorkSafe may disclose personal information to its contractors and agents; to a court or tribunal; to other regulatory agencies and to any person authorised by the individual to whom it relates, or by law, to obtain it.

NT WorkSafe may disclose a person's licence status to employers or prospective employers and members of the public who wish to check this status. Collection of this information may be required by Northern Territory workplace health and safety legislation.

If you do not provide any or all of the information required by this form, you will not have met your legal obligation to notify NT WorkSafe of your intention to undertake this work. Commencement of work without notification is a breach of the Workplace Health and Safety Regulations 2008.

For further information please contact NT WorkSafe on 1800 019 115 or go to [worksafe.nt.gov.au](http://worksafe.nt.gov.au)



## NOTIFICATION FORM

# Asbestos Removal Notification

In accordance with the Regulations 26 and 39A and Schedules 3 and 5 of the NT [Workplace Health and Safety Regulations](#) a person shall not commence work of a type specified in Schedule 5 or permit such work to be commenced unless the Authority is notified.

Notifications other than asbestos or material containing asbestos use notification form [FM019](#).

NT WorkSafe must be notified at least seven days prior to commencement of the work or, in an emergency situation, as soon as possible before commencement.

## 1. Details of Licensed Asbestos Removalist (please print in BLOCK letters)

Full Registered Name – as it appears on the Licence – of Licensed Asbestos Removalist conducting the removal:

**Trevor Boothey**

Licence number: **56923**

Company Name (if applicable): **McMahon Services Australia NT**

ABN: **52109241885**

Postal Address: **PO Box 36546 Winnellie NT 0821**

Telephone number: **89302500**

Facsimile number: **89422782**

Mobile number: **0408817851**

Email: **darwin@mcmsservices.com.au**

Nominated site supervisor/s: (a licensed supervisor must be on site at all times during removal works)

Name:	<b>Kris Sharpe</b>	NT Licence no:	<b>435979</b>
Name:	<b>Rhyse Boothey</b>	NT Licence no.:	<b>61065</b>

## 2. Details of client

Client name (person or organisation that commissioned the asbestos removal work):

**Paspali Property Group**

Contact person:

**Jarran Lum**

Client telephone:

**08 89430600**

OFFICE USE

Is part 2  
complete

☐ Yes

☐ No

## 3. Workplace name and address - (where asbestos removal work will be performed)

Workplace name (include registered business or corporate name):

**Paspalis Centre Point**

Workplace address:

**Level 1 / 48-50 Smith Street**

**Darwin NT**

Postcode: **0801**

Specific location where removal work will take place (eg. floor level, name of building):

**Toilets on levels 3, 4 & 5**

Date of notification

**6/12/2011**

Planned removal  
commencement date:

**02/03/2012**

Estimated completion date:

**03/03/2012**

OFFICE USE

Is part 3  
complete

☐ Yes

☐ No



#### 4. Type of notification

Tick **one** of the below:

- ☒ At least 7 days prior to asbestos removal commencing (pursuant to Regulation 26 of the NT Workplace Health and Safety Regulations)

OR

- ☐ Notification of an "urgent" removal

If less than 7 days notice is proposed supply details of the urgent circumstances.

Please note that whether or not a situation is urgent (or an emergency) in this context is related to the **potential risk** – and not to convenience, or a failure to plan, on your part or on the part of your client.

Tick **one** of the below:

Is this notification:

- ☒ First notification for this removal job  
☐ Updated/amended notification for this removal work

OFFICE USE

Is part 4  
complete

- ☐ Yes  
☐ No

#### 5. Names and licence numbers (or details of training and experience) of workers who will undertake the asbestos removal:

Name (printed)	Licence number	Training/experience
Adrian James		In-house training
Richard Wilson		In-house training

OFFICE USE

Is part 5  
complete

- ☐ Yes  
☐ No

## 6. Type of workplace

- ☒ Public location (eg. school, hospital, shopping centre, child care centre)
- ☐ Industrial
- ☐ Adjacent to public location
- ☐ Office
- ☐ Demolition site

- ☐ Domestic premises
- ☐ Utilities infrastructure (eg. telecommunications pits and pipes, gas, sewerage, electrical)
- ☐ Vessel, plant or vehicle
- ☐ Other (specify)

### OFFICE USE

Is part 6 complete

- ☐ Yes
- ☐ No

## 7. Advice to those potentially affected by the removal work activities

Is there a potential for persons in adjoining properties to be affected by these works? (eg. traffic management procedures, use of heavy lifting plant on site, public concern about potential exposure etc)

- ☐ Yes ☒ No

Who from adjoining properties has been or will be provided with information in relation to the proposed works? How will they be advised?

**Isolated site**

**Work done at night**

### OFFICE USE

Is part 7 complete

- ☐ Yes
- ☐ No

## 8. Type of asbestos contained in material to be removed

- ☒ Chrysotile ☐ not applicable
- ☒ Amosite ☐ Other (please specify):
- ☐ Crocidolite

### OFFICE USE

Is part 8 complete

- ☐ Yes
- ☐ No



## 9. Type of removal

### Friable Removal

#### Type of Asbestos Containing Material (ACM)

- ☐ Sprayed Limpet
- ☐ Pipe lagging
- ☐ Insulation
- ☐ Manufactured non-friable ACM that has become friable
- ☐ Friable millboard
- ☐ Friable gaskets
- ☐ Other (please specify):

#### Method of enclosure

- ☐ Full Enclosure
- ☐ Mini Enclosure
- ☐ Other (please specify):
- ☐ Glove Bag
- ☐ Wrap and Cut

### Non-Friable Removal

#### Type of Asbestos Containing Material (ACM)

- ☐ AC roof
- ☐ AC pipe
- ☒ AC sheet
- ☐ Vinyl floor or wall tile
- ☐ Fire door
- ☐ Pump/Valve Packing
- ☐ Zelanite Boards
- ☐ Non-Friable gaskets
- ☐ Telecommunications pits and pipes
- ☐ Asbestos containing glue
- ☒ Other (please specify):

#### ACM Partitions

Estimated Friable Removal  
Quantity  
Cubic metres (m<sup>3</sup>):

Estimated Non-Friable  
Removal Quantity  
Square metres (m<sup>2</sup>):  
**30 m2**

Estimated removal quantity for  
pipe (metres x diameter):

#### OFFICE USE

Is part 9  
complete

- ☐ Yes
- ☐ No

## 10. Scope of asbestos removal work

Will the asbestos removal work described in this notification result in removal of ALL asbestos containing materials from the entire site?

- ☐ Yes
- ☐ No
- ☒ Do not know / unsure

#### OFFICE USE

Is part 10  
complete

- ☐ Yes
- ☐ No

## 11. Name of organisation conducting para occupational air monitoring

Name of organisation:

**AEC**

*The National Code of Practice for the Safe Removal of Asbestos states that air monitoring should be performed whenever ACM is being removed, to ensure that control measures are effective. Air monitoring is required for indoor friable removal and outdoor friable removal that presents a risk. Although an air monitoring program is not always necessary for the removal of non-friable ACM, it is nonetheless good occupational hygiene practice. If no monitoring is to be conducted please provide the reason:*

#### OFFICE USE

Is part 11  
complete

- ☐ Yes
- ☐ No

## 12. System of work

How will the work be carried out? Provide a task list or workflow outlining the intended process and sequencing of activity.

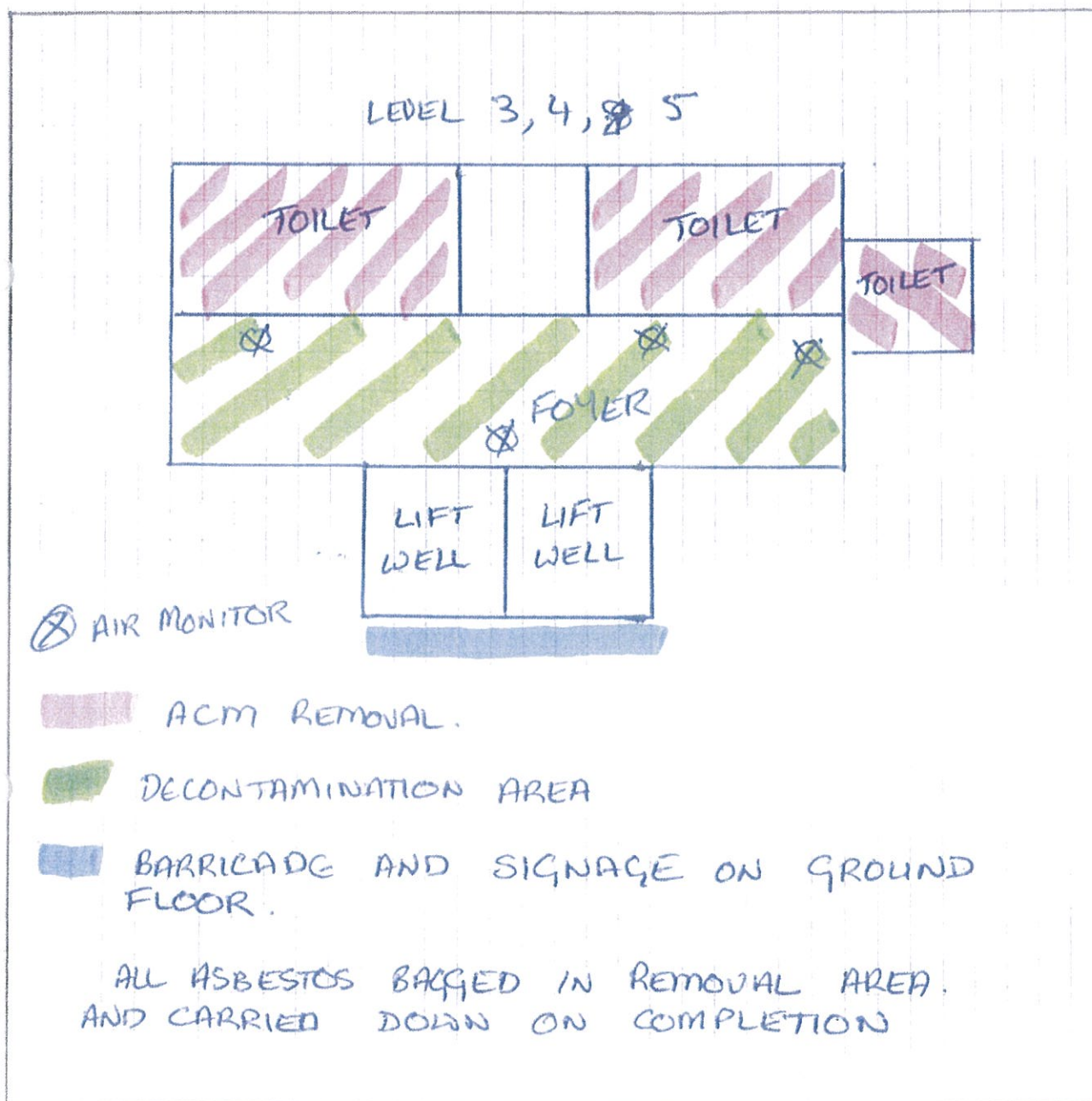
1. Exclusion zone created with bunting and signage.
2. Air monitors put in place
3. Existing asbestos containing materials will be removed from its location
4. All asbestos asbestos containing materials will be placed into approved asbestos bags
5. All areas will be wet wiped or vacuumed clean
6. Hygienst will inspect the work area
7. Air monitors will be removed for analysis
8. Signage and bunting will be removal
9. Asbestos bags will be transported to Shoal Bay Waste Facility
10. Submit close out report to client



**Provide details of the location of the removal including a site plan showing:**

Where on the site the asbestos containing material is located and approximate distances from removal site to boundaries, adjacent buildings or structures and public areas such as footpaths and roadways, location of bins, location of traffic management measures, where air monitoring equipment will be set up (if known) and locations of decontamination facilities (where required) including the approximate distances of this equipment from the removal site and boundaries

Not required to be to scale



ALL WORK WILL BE CARRIED OUT AT NIGHT WITH ONLY THE REMOVALISTS AND HYGIENIST PRESENT.

OFFICE USE

Is part 12 complete

☐ Yes

☐ No

### 13. Risk Management Plan

Provide details of your Risk Management Plan for this removal work by either:

- completing the details below;

OR

- attaching a separate document which meets the requirements of Regulation 39B of the Workplace Health and Safety Regulations 2008.

**NOTE:** An appropriate level of supervision must be provided to ensure that control measures are implemented.

#### 13.1 Hazards, risks and control measures

##### 13.1.1 Risk of falling

Will the removal involve work at height (eg roof, ceiling)?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is there a risk of workers falling?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
What distance is it possible to fall? <b>500 mm</b>		

##### Control measures

*What fall prevention measures will be utilised?*

<input type="checkbox"/> Perimeter protection	<input type="checkbox"/> Scaffolding	<input type="checkbox"/> EWP (boom type)	<input type="checkbox"/> Scissor lift
Will fall arrest equipment (harnesses, lanyards etc) including harnesses for workers using EWP be used?			
		<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Are operators of EWP licensed?			
		<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Other (if applicable):			

##### 13.1.2 Risk of exposure to asbestos fibre

Is there a risk of exposure to persons other than workers performing the removal?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Who might be at risk?		

##### Control measures

*What process will be used to minimise the release of fibres?*

<input type="checkbox"/> Wetting down	<input type="checkbox"/> PVA spray	<input checked="" type="checkbox"/> Steps to minimise breakage
Other:		

##### *What control measures will be utilised to protect workers from exposure to fibres?*

- ☒ Personal Protective Clothing and footwear:
- ☒ Respiratory Protection Devices (specify type):
- ☒ What training has been provided to workers undertaking the removal?

##### In house training

##### *What control measures will be utilised to protect others from exposure to fibres?*

- ☒ Warning signs and barriers
- ☒ Plastic screening isolating the work area
- ☒ Decontamination facilities (specify)
- ☒ Approved vacuum equipment in use (HEPA filter)
- ☒ Wet wiping after final cleaning or PVA spray
- ☒ Will air monitoring be undertaken
- ☒ Final visual inspection to ensure site is free of debris or waste
- ☒ If monitoring is required – final clearance by independent qualified person prior to reoccupation of area



*How will asbestos waste be disposed of?*

- ☒ Asbestos waste bagged in plastic at least 0.2mm thick and appropriately marked
- ☒ Provision of sufficient appropriate lined bins

Proposed disposal site which has AGREED to accept the asbestos waste: **Shoal Bay Waste Facility**

Company transporting waste: **McMahon Services**

Hazardous waste handling licence no: **EPL 58**

**13.1.3 Plant related risks**

- |   |   |  |
|---|---|--|
| Will cutting or grinding equipment be used? | <input type="checkbox"/> Yes            | <input checked="" type="checkbox"/> No |
| Will powered mobile plant be used?          | <input type="checkbox"/> Yes            | <input checked="" type="checkbox"/> No |
| Will portable electrical equipment be used? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |

**Control measures**

- ☐ Training, competency assessment or licensing of workers operating mobile plant
- ☒ All electrical equipment protected by RCDs
- ☒ Equipment and extension leads tested, tagged and visually inspected prior to use
- ☒ Existing electrical fixtures isolated by a license electrical contractor
- ☒ Measures in place to prevent contact with overhead power lines

**13.1.4 Environmental risks**

- Are workers at risk from environmental factors such as inclement weather (including rain, wind, heat, humidity)? ☒ Yes ☐ No

**Control measures**

- ☒ Scheduled breaks for workers wearing full PPE
- ☒ Provision of or access to amenities (e.g. toilets)
- ☒ Provision of drinking water, shade, shelter

**13.1.5 Vehicle related risks**

- Are there risks associated with the movement of vehicles (traffic entering or leaving site, movement of mobile plant, work impinging on footpaths or roadways etc)? ☐ Yes ☒ No

If yes, control measures are:

**Control measures**

- |   |   |
|---|---|
| <input type="checkbox"/> Council notified – permit granted  | <input type="checkbox"/> barricades erected, traffic diverted |
| <input type="checkbox"/> traffic control device(s)  | <input type="checkbox"/> pedestrian traffic diverted          |
| <input type="checkbox"/> traffic controller in place when vehicles moving across footpaths or onto roadways |   |
| <input type="checkbox"/> traffic management plan  |   |
| <input checked="" type="checkbox"/> site fenced and secured (if applicable)                                 |   |
| <input type="checkbox"/> Other control measures (specify):  |   |

### 13.1.6 Emergency planning

First aid officer on site is: **Kris Sharpe**

First aid kit on site:

☒ Yes

☐ No

Emergency contact details are maintained on site:

☒ Yes

☐ No

All site workers are trained in emergency response:

☒ Yes

☐ No

Evacuation plan in place:

☐ Yes

☒ No

The following emergency response equipment is held on site (provide details):

**Fire Extinguisher**

The following have been identified as potential emergency situations (provide details):

Other risks and control measures (specify below or attach a separate document):

### 13.2 Health surveillance

**What measures are in place for health surveillance of workers undertaking asbestos removal work?**

☒ Health surveillance in accordance with Regulation 164(2) is undertaken

- not later than 90 days after the date on which the worker commences the work or process; and
- at intervals not longer than 3 years for so long as the worker continues to be engaged in such work or process; and
- not later than 30 days after the termination of his or her employment unless, within the previous 12 months, the worker has undergone health surveillance in accordance with this regulation.

**What records are kept in relation to the potential exposure of workers to asbestos fibre?**

☒ Measures are in place to maintain a record of the following information for not less than 30 years after the date of last entry in the record

- a list of workers (including their full name, date of birth and addresses while working for the employer) identified as a result of an assessment as having a likelihood of exposure to asbestos

### 13.3 Details of person who is certifying this Risk Management Plan

Name:

**Kyle Hercus**

Qualifications/Licence No:

**8082**

(the holder of a license to remove asbestos of the type involved in this removal process is a person whose qualifications and experience is acceptable to the Authority)

OFFICE USE

Is part 13 complete

☐ Yes

☐ No


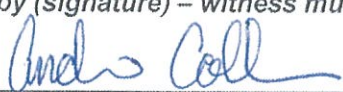


## 14. Declaration by notifier

### Declaration

I declare that, to the best of my knowledge, the information provided in this notification and supporting this notification is true and correct in every particular.

I declare that where I have provided personal information to NT WorkSafe about any other individual, I am authorised to provide that information, the information has been collected in accordance with the *Information Act* (NT) and the individual has been or will be made aware of NT WorkSafe's identity and how to contact it and of the other matters of which an individual is required to be made aware when personal information is collected about them.

Signature of licence holder 	Date 6-12-11
Witnessed by (signature) – witness must be at least 18 years of age 	Date 6-12-2011
Witness name (printed) ANDREW COLLINS	Telephone 0488147602.

**WARNING**  
**THE PROVISION OF FALSE OR MISLEADING INFORMATION**  
**IS AN OFFENCE UNDER THE LEGISLATION.**

<b>OFFICE USE</b>
Is part 14 complete
<input type="checkbox"/> Yes
<input type="checkbox"/> No

## 15. General information and instructions

This notification must be faxed, emailed or mailed to NT WorkSafe:

Fax number: 08 8999 5141

Email: [ntworksafe@nt.gov.au](mailto:ntworksafe@nt.gov.au)

Postal address: GPO Box 1722 DARWIN NT 0801

It must reach NT WorkSafe at least 7 days prior to the proposed commencement of the asbestos removal, unless there are urgent circumstances in which case you must contact NT WorkSafe as soon as you are aware that an urgent removal may be required.

Personal information collected by NT WorkSafe in connection with this notification will be used for the purpose of assessing the notification and administering Northern Territory workplace health and safety legislation. The information may also be used for the administration and enforcement of other legislation administered by NT WorkSafe, administration and evaluation of NT WorkSafe's programs generally and legal proceedings.

NT WorkSafe may disclose personal information to its contractors and agents; to a court or tribunal; to other regulatory agencies and to any person authorised by the individual to whom it relates, or by law, to obtain it.

NT WorkSafe may disclose a person's licence status to employers or prospective employers and members of the public who wish to check this status. Collection of this information may be required by Northern Territory workplace health and safety legislation.

If you do not provide any or all of the information required by this form, you will not have met your legal obligation to notify NT WorkSafe of your intention to undertake this work. Commencement of work without notification is a breach of the Workplace Health and Safety Regulations 2008.

For further information please contact NT WorkSafe on 1800 019 115 or go to [worksafe.nt.gov.au](http://worksafe.nt.gov.au)

*Paspalis Property Trust  
Asbestos Removal, Paspalis Centrepont*

---

## **APPENDIX 2 – PROJECT RISK ASSESSMENT**



PROJECT NAME / DESCRIPTION : Paspalis Centre point Refurbishment		PROJECT No: 5700103
DEVELOPED BY: Andrew Collins	SIGN:	DATE 5/12/2011
APPROVED BY PROJECT MANAGER: <b>Andrew Collins</b>	SIGN:	DATE: 5/12/2011

Risk level is devised considering the following: (Reference AS/NZS/ISO 3100:2009)

**Table 1: Qualitative Measures of Consequences or Impact**

LEVEL	DESCRIPTOR	EXAMPLES
1	<b>Insignificant</b>	No injuries, low financial lose, limited damage to area
2	<b>Minor</b>	First aid treatment, on-site release immediately contained, medium financial lose.
3	<b>Moderate</b>	Medical treatment required, on-site release contained with outside assistance, high financial lose.
4	<b>Major</b>	Extensive injuries, single fatality, loss of production capability, off-site release with no detrimental effects, major financial lose.
5	<b>Catastrophic</b>	Multiple fatalities, toxic release off-site with detrimental effect / long term environmental effects, huge financial lose

**Table 2: Qualitative Measures of Likelihood**

LEVEL	DESCRIPTOR	EXAMPLES
A	<b>Almost Certain</b>	Is expected to occur in most circumstances
B	<b>Likely</b>	Will probably occur in most circumstances
C	<b>Moderate</b>	Might occur at some time
D	<b>Unlikely</b>	Could occur at some time
E	<b>Rare</b>	May occur only in exceptional circumstances

**Table 3: Qualitative Risk Analysis matrix-Level of Risk**

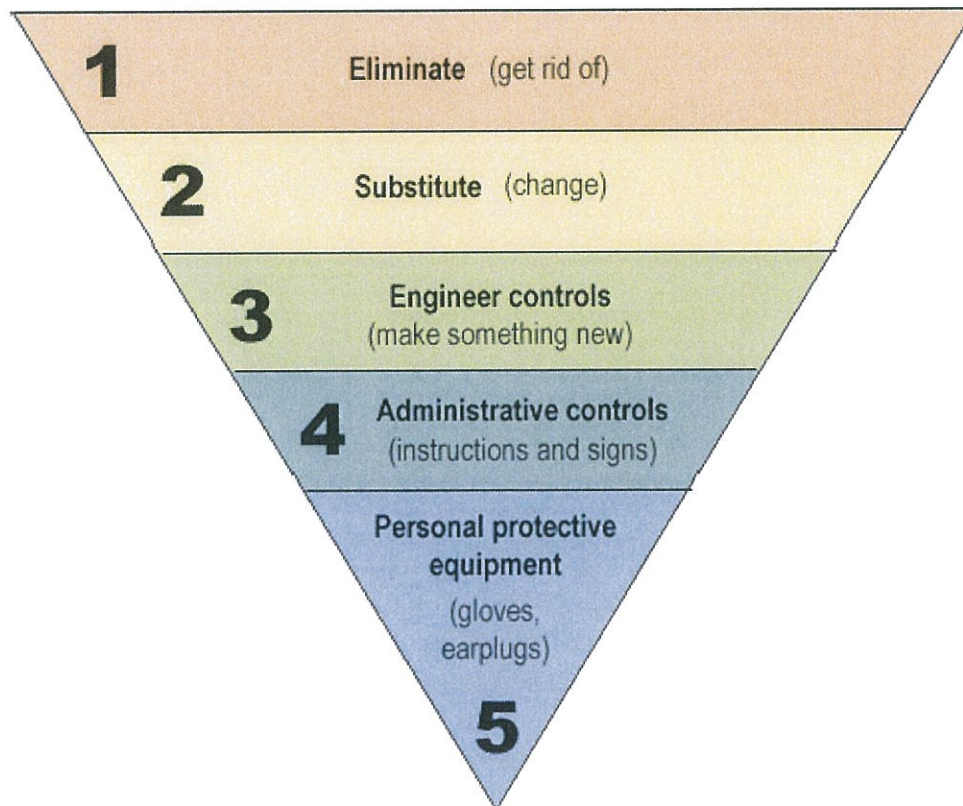
LIKELIHOOD	CONSEQUENCE	INSIGNIFICANT (1)	MINOR (2)	MODERATE (3)	MAJOR (4)	CATASTROPHIC(5)
	Almost certain (A)	H (11)	H (16)	E (20)	E (23)	E (25)
	Likely (B)	M (7)	H (12)	H (17)	E (21)	E (24)
	Moderate (C)	L (4)	M (8)	H (13)	E (18)	E (22)
	Unlikely (D)	L (2)	L (5)	M (9)	H (14)	E (19)
	Rare (E)	L (1)	L (3)	M (6)	H (10)	H (15)

**RISK REGISTER METHODOLOGY**

The team are to examine the risks systematically, scoring and ranking each identified risk. Residual risks ranked as H (10) or higher are to be considered as "unacceptable" and the project team will need to further examine these risks to determine the adequacy of controls and the level of residual risk. The project team will develop a risk reduction plan for all residual risks with an extreme or high risk that is greater than H (10)

**Hierarchy of Controls**

McMahon Services has adopted the "Hierarchy of Control" as the method of controlling identified hazards. The first option is to eliminate the hazard however where this is not practicable the aim is to minimise the risk to as low as reasonably achievable.





Area / Activity	Inherent Consequences	Inherent Likelihood	Inherent Level of Risk	Control or Mitigation Detail	Legal Obl'n Y / N	Residual Consequences	Residual Likelihood	Residual Risk Level	Actioner	Proposed Control or Mitigation Measures (ALARP)
<b>ELECTRICITY</b>										
Overhead power lines				N/A						
Underground power lines				N/A						
Transformer/switch gear/high voltage				N/A						
Power/distribution boards	4	E	H10	Qualified trades to disconnect and identify live services	Y	N	N	0	Client	Identify underground services and cables. Carried out by qualified personnel. Obtain service certificate to clarify isolations and identification. SWI 700 & 702. Liaise with Managing contractor to clarify locations and or isolations
Fire/security /telephone lines	1	D	L2	Identify and isolate before commencing work	Y	N	N	0	Client	Carried out by qualified personnel. Obtain service certificates and liaise with Managing contractor to clarify isolations and identification. SWI 0606, 700 , 0701 & 702
Other (please specify)				N/A						
<b>HAZARDOUS PROCESSES</b>										
Steam generation plant				N/A						
Refrigeration equipment/pipe work				N/A						
Process plant & heat generating equip.				N/A						
Flammable substances				N/A						
Ultra violet radiation (Sun)				N/A						



QHSE file - F 218.doc.V4 R2

F 218

Page 4 of 12

Date: 25/05/2010

Area / Activity	Inherent Consequences	Inherent Likelihood	Inherent Level of Risk	Control or Mitigation Detail	Legal Obl'n Y / N	Residual Consequences	Residual Likelihood	Residual Risk Level	Actioner	Proposed Control or Mitigation Measures (ALARP)
Radioactive material (within equipment)				N/A						
Pressurised fluid systems				N/A						
Process gases				N/A						
Sewer/decomposition				N/A						
Hazardous liquids				N/A						
Pesticides/herbicides/faeces/carcasses				N/A						
Biological				N/A						
<b>FIBRES</b>										
Synthetic mineral fibres				N/A						
Fibre glass (G.R.P)				N/A						
Fibre glass insulation batts/wool				N/A						
Kaowool				N/A						



QHSE file - F 218.doc.V4 R2

F 218

Page 5 of 12

Date: 25/05/2010

Area / Activity	Inherent Likelihood	Inherent Level of Risk	Control or Mitigation Detail	Legal Obl'n Y / N	Residual	Residual Likelihood	Residual Risk Level	Actioner	Proposed Control or Mitigation Measures (ALARP)
Pipe lagging			N/A						
Sprayed fire proofing			N/A						
Millboard			N/A						
Floor backing material			N/A						
Boiler lagging/insulation			N/A						
Cloth webbing			N/A						
<b>ASBESTOS BONDED</b>									
Roof / wall / sheeting			N/A						
Ceiling lining & eaves			N/A						
Floor sheeting			N/A						
Vinyl tiles			N/A						
Partition panels	4	D	H14	Y	2	E	L3	MSA	SWI 0304 removal of asbestos cement products. Correct PPE to be worn and waste disposal in accordance to EPA. Keep work area restricted access. Trained and competent personnel to handle ACM. See asbestos register
Fire doors			N/A						



QHSE file - F 218.doc.V4 R2

F 218

Page 6 of 12

Date: 25/05/2010

Area / Activity	Inherent Consequences	Inherent Likelihood	Inherent Level of Risk	N/A	Control or Mitigation Detail	Legal Obl'n Y / N	Residual Consequences	Residual Likelihood	Residual Risk Level	Actioner	Proposed Control or Mitigation Measures (ALARP)
Asbestos cement pipe, flues & ducts				N/A							
Window plugging				N/A							
Mastic				N/A							
Other (specify)				N/A							
ASBESTOS FRIABLE Sprayed fire proofing				N/A							
Millboard				N/A							
Floor backing material				N/A							
Pipe lagging				N/A							
Boiler lagging/insulation				N/A							
Cloth webbing				N/A							
Packing gaskets				N/A							
Decontamination Process	3	C	H13	Release of asbestos fibres into atmosphere		Y	2	E	L3	Msa	De-contamination area to be established. All involved in works are to be trained in the de-contamination process. All suits, gloves are to be disposed of as asbestos waste.
Other (please specify)											



Area / Activity	Inherent Consequences	Inherent Likelihood	Inherent Level of Risk	Control or Mitigation Detail	Legal Obl'n Y / N	Residual Consequences	Residual Likelihood	Residual Risk Level	Actioner	Proposed Control or Mitigation Measures (ALARP)
<b>CONSTRUCTION / DEMOLITION ASPECTS</b>										
Public Interface				N/A						
Encroachment into adjoining occupied areas				N/A						
Explosive atmospheres				N/A						
Confined spaces				N/A						
Excavations				N/A						
Lift wells/pits				N/A						
Openings (temporary & permanent)				N/A						
Working on roofs				N/A						
Flooring, walkways, stairs, steps (slipping, tripping & falling)				N/A						
Working at height				N/A						



QHSE file - F 218.doc.V4 R2

**F 218**

Page 8 of 12

Date: 25/05/2010

Area / Activity	Inherent Consequences	Inherent Likelihood	Inherent Level of Risk	N/A	Control or Mitigation Detail	Legal Obl'n Y / N	Residual Consequences	Residual Likelihood	Residual Risk Level	Actioner	Proposed Control or Mitigation Measures (ALARP)
Working below floor level				N/A							
Falling objects				N/A							
Working in close proximity to mobile plant				N/A							
Working in vicinity of railway lines				N/A							
Working in close proximity to traffic				N/A							
Materials storage – flammable, pressurized items, toxics				N/A							
Hazardous Substances				SEE ASBESTOS ABOVE							
Working with compressed air				N/A							
Cranage/heavy or special lifts				N/A							
Plant & Equipment Operations				N/A							
Manual handling				Reduce manual handling							Use mechanical advantage, co-ordinated team lifting, develop safe work methods (JSA) SWI 0100
Partitions and Walling				N/A							
Ceilings				N/A							



QHSE file - F 218.doc.V4 R2

F 218

Page 9 of 12

Date: 25/05/2010

Area / Activity	Inherent Consequences	Inherent Likelihood	Inherent Level of Risk	Control or Mitigation Detail	Legal Obl'n Y / N	Residual Consequences	Residual Likelihood	Residual Risk Level	Actioner	Proposed Control or Mitigation Measures (ALARP)
Felling of structures				N/A						
New Plant or equipment introduced to project										
Pneumatic hammer	4	C	E18	Restrict un-authorised access when plant and equipment is being operated, Constant awareness	Y	4	E	H10	msa	Establish safe defined work zones, trained and competent operator. Monitor and observe site conditions and environments. PPE, SWI 0405, 0802.
Rock breaking equipment				N/A						
Electrical Power Tools				N/A						
Working from Platform Ladders				N/A						
Hot Work (grinding, oxy cutting)				N/A						
Inclement Weather				N/A						
<b>EMISSIONS TO AIR</b>										
Air conditioning systems / gas				N/A						
Noise & vibration	2	E	L5	Obtain independent monitoring if required	N	1	E	L1	msa	SWI1205, wear specific PPE and implement work regimes to reduce exposure
Smoke & fumes				N/A						



QHSE file - F 218.doc.V4 R2

**F 218**

Page 10 of 12

Date: 25/05/2010

Area / Activity	Inherent Consequences	Inherent Likelihood	Inherent Level of Risk	Control or Mitigation Detail	Legal Obl'n Y / N	Residual Consequences	Residual Likelihood	Residual Risk Level	Actioner	Proposed Control or Mitigation Measures (ALARP)
Dust	1	D	L2	Minimise dust	N	1	E	L1	msa	SWI 1200, suppress with water.
Plant & equipment exhaust				N/A						
<b>RELEASES TO WATER</b>										
Discharge of site water / sewer				N/A						
Working over or in proximity to water				N/A						
Altering natural water courses				N/A						
<b>WASTE MANAGEMENT</b>										
EPA Transportation documentation	1	D	L2	Comply to EPA regulations and McMahon Services EPA & Asbestos licence	Y	1	E	L1	msa	Ensure waste tracking form are completed and filled



QHSE file - F 218.doc.V4 R2

**F 218**

Page 11 of 12

Date: 25/05/2010

1	D	L2	Comply to EPA regulations and McMahon Services EPA & Asbestos licence	Y	1	E	L1	MSA	Ensure construction traffic is managed and general waste, land fill waste is place in an approved site as directed by EPA
Waste leaving site									
General site waste			N/A						
Segregation & recycling			N/A						
Storage of hazardous material on site			N/A						
Area / Activity	Inherent Consequences	Inherent Likelihood	Inherent Level of Risk	Control or Mitigation Detail	Legal Ob'n Y / N	Residual Consequences	Residual Likelihood	Actioner	Proposed Control or Mitigation Measures (ALARP)
CONTAMINATION OF LAND									
Soil / erosion control			N/A						
Plant & pest control			N/A						
Care flora & fauna			N/A						
Servicing of site plant	2	D	L5	May be required	N	1	E	L1	msa
									Qualified person to carryout out work. Minimise fuel spills by using independent fuelling company
COMMUNITY / MEDIA									
Notification / advertising	1	D	L2	Notification to NT WorkSafe	Y	1	E	L1	msa
									Prior to commencement written notification to be forwarded to

IF PRINTED - UNCONTROLLED



*Paspalis Property Trust  
Asbestos Removal, Paspalis Centrepont*

---

**APPENDIX 3 – JOB SAFETY ANALYSIS**



QHSE file - F 230.doc.V4 R004

**F 230**

Page 1 of 8

JSA Doc. No:

Date: 21/06/10

**JOB SAFETY ANALYSIS DOCUMENT CONTROL RECORD**

SITE: PASPALIS CENTRE POINT JOB No: 5700103 WORK LOCATIONS / AREAS: TOKETS

Process: Initiators of JSA's are responsible for consulting with Supervisors, Engineers or other persons directly in charge of the work and any other personnel involved in the execution of the task (as appropriate) for input into the JSA/SWM. Other persons may be consulted for technical advice or review of the JSA/SWM to ensure that the proposed measures are effective and workable. The task is to be broken up into steps. For each step the safety hazards are identified. For each of the hazards identified, corrective action, precautions, equipment are identified to reduce the hazard. We, the undersigned confirm that the JSA/SWM has been consulted and its contents clearly understood and we have the required qualifications and competency to undertake this activity.

Employer: McMAHON SERVICES  
Job / Task: DEMOLITION PARTITIONS.

JSA Initiated by (Print & sign name): K SHARPE Date: 5-1-12  
Site Safety Adviser (Print & sign name): K SHARPE Date: 5-1-12  
Project Supervisor (Print & sign name): K SHARPE Date: 5-1-12

**PART 1: WORKER INDUCTION RECORD**

**JSA SIGN OFF AND ACCEPTANCE OF PROPOSED WORK METHOD AND ASSOCIATED RESPONSIBILITIES**

No	Surname	Christian Name	Classification	Employed by	Signature	Date
1	<u>SHARPE</u>	<u>Karl</u>	<u>Sub</u>	<u>McMAHON SERVICES</u>	<u>[Signature]</u>	<u>5-1-12</u>
2	<u>Arbon</u>	<u>Yvonne</u>	<u>Lab</u>	<u>Work Pacak</u>	<u>[Signature]</u>	<u>5/1/12</u>
3	<u>ARBON</u>	<u>YVON</u>	<u>LAB</u>	<u>WORK PACAK</u>	<u>[Signature]</u>	<u>5/1/12</u>
4	<u>HAULOFF</u>	<u>NACIYE</u>	<u>Hygiene</u>	<u>PEC SARIO</u>	<u>N. Hauloff</u>	<u>5/1/12</u>
5	<u>Arbon</u>	<u>MATT</u>	<u>LAB</u>	<u>WORK PACAK</u>	<u>[Signature]</u>	<u>19/1/12</u>
6	<u>Arbon</u>	<u>YVON</u>	<u>LAB</u>	<u>WORK PACAK</u>	<u>[Signature]</u>	<u>19/1/12</u>
7	<u>Arbon</u>	<u>YVON</u>	<u>LAB</u>	<u>WORK PACAK</u>	<u>[Signature]</u>	<u>19/1/12</u>
8	<u>Arbon</u>	<u>YVON</u>	<u>LAB</u>	<u>WORK PACAK</u>	<u>[Signature]</u>	<u>19/1/12</u>
9	<u>Wilson</u>	<u>Richard</u>	<u>LAB</u>	<u>McMAHON SERVICES</u>	<u>[Signature]</u>	<u>19/1/12</u>
10	<u>K. Hauloff</u>	<u>M. I. L.</u>	<u>LAB</u>	<u>"</u>	<u>[Signature]</u>	<u>19-01-12</u>
11						
12						
13						
14						
15						
16						
17						



QHSE file – F 230.doc.V4 R004

**F 230**

Page 2 of 8

**JSA Doc. No:**

Date: 21/06/10

**Job / Task:** .....

## POTENTIAL HAZARDS

This list may not identify all potential hazards present. Visit the job site to ensure all hazards are identified. If a potential hazard has no impact on the job, leave the box blank. If a potential hazard does have an impact on the job, tick the box and implement appropriate control measures in the JSA.

<input checked="" type="checkbox"/> <b>MANUAL HANDLING</b> Consider if the work tasks contain any Manual Handling Risks? (e.g. repetitive or sustained use of force, awkward position, vibration, unstable/unbalanced)	<input checked="" type="checkbox"/> <b>ASBESTOS</b> Consider if personnel may be exposed to asbestos during this task? If unsure, check the Asbestos Register/Scope of Works for known sources. Refer to applicable Safe Work Instructions for removal work.	<input type="checkbox"/> <b>NOISE</b> Consider the need for hearing protection in the work area. Will the work create higher noise levels? Is there a requirement for noise monitoring?
<input type="checkbox"/> <b>EXCAVATIONS</b> Consider if the work requires an excavation to be dug? Is an Excavation Permit required? Do you need to check for services prior to excavation?	<input type="checkbox"/> <b>FALLING OBJECTS</b> Will personnel be working above where others may pass? Will personnel be working below others?	<input type="checkbox"/> <b>VIBRATION</b> Consider the need for vibration monitoring from demolition process, especially when working near heritage type buildings.
<input type="checkbox"/> <b>WORKING AT HEIGHTS</b> Consider if personnel are working at height during this task. Are safety rails in place and in good condition? Is fall arrest/fall protection equipment required?	<input type="checkbox"/> <b>HAZARDOUS SUBSTANCES</b> Will work task involve contact with any Hazardous Substances. Consider specialised PPE / precautions.	<input type="checkbox"/> <b>SPILLS</b> Consider if any potential spill sources exists at the work area. Consider the need for drip trays, spill blankets, absorption etc Consider potential for odours or discharges to sewer?
<input checked="" type="checkbox"/> <b>WASTE DISPOSAL</b> Consider if work task creates wastes. Any prescribed wastes requiring special disposal e.g Asbestos Remember to complete necessary Waste Transport Certificate.	<input checked="" type="checkbox"/> <b>ELECTRICITY</b> Consider if the work task requires electrical isolation. Any potential for contact with live electrical equipment? Any overhead/underground powerlines near work area?	<input type="checkbox"/> <b>LIFTING</b> Consider if work task involves crane lifts. Ensure appropriate capacity of crane is used for task at hand.
<input type="checkbox"/> <b>SLIP &amp; TRIP HAZARDS</b> Consider if any slip / trip hazards are present at the worksite. Will equipment to be used form a trip hazard?	<input type="checkbox"/> <b>BARRIERS</b> Consider if barriers need to be erected to exclude personnel or vehicles from the work area.	<input type="checkbox"/> <b>NEARBY WORK</b> Consider if any work will be occurring nearby. Consider if there is any impact of your work on others.
<input checked="" type="checkbox"/> <b>SITE SECURITY</b> Prevent unauthorised access to the work site at all times.	<input type="checkbox"/> <b>PLANT AND MACHINERY</b> Consider the potential problems and hazards using the equipment. Operator ticketed / licensed to operate this type of equipment? Others are working nearby.	<input type="checkbox"/> <b>FIRE / IGNITION SOURCES</b> Consider if hot work is being conducted in the work area. Consider containment / testing requirements. No smoking and naked flames
<input type="checkbox"/> <b>WORKING OUTDOORS</b> Consider the ambient conditions. Consider precautions to prevent exposure to heat/cold. Use of sunscreen, wet weather gear, other PPE.	<input type="checkbox"/> <b>DECONTAMINATION OF PLANT AND EQUIPMENT</b> Plant, Equipment and PPE must be decontaminated at the end of each day and or when exposed equipment is to leave the asbestos area	<input type="checkbox"/> <b>CUSTOMER AND SURROUNDING PROPERTY</b> Consider the potential risk to neighbours' property Consider potential damage to customer property nearby Is a dilapidation Reports to be undertaken
<input type="checkbox"/> <b>TRAFFIC MANAGEMENT</b> Consider how construction traffic to access and egress the workplace in a safe manner. Develop a traffic plan and competent persons to carry out traffic control duties	<input type="checkbox"/>	<input type="checkbox"/>

☒ **PERSONAL PROTECTIVE EQUIPMENT REQUIRED (PPE)**  
Tick or Circle which type of PPE is required to carry out the work.





## HAZARD ANALYSIS AND CONTROL WORKSHEET

Risk level is devised considering the following: (Reference AS/NZS 3100:2009)

**Job / Task:** .....

**Table 1: Qualitative Measures of Consequences or Impact**

LEVEL	DESCRIPTOR	EXAMPLES
1	Insignificant	No injuries, low financial loss, limited damage to area
2	Minor	First aid treatment, on-site release immediately contained, medium financial loss.
3	Moderate	Medical treatment required, on-site release contained with outside assistance, high financial loss.
4	Major	Extensive injuries, single fatality, loss of production capability, off-site release with no detrimental effects, major financial loss.
5	Catastrophic	Multiple fatalities, toxic release off-site with detrimental effect / long term environmental effects, huge financial loss

**Table 2: Qualitative Measures of Likelihood**

LEVEL	DESCRIPTOR	EXAMPLES
A	Almost Certain	Is expected to occur in most circumstances
B	Likely	Will probably occur in most circumstances
C	Possible	Might occur at some time
D	Unlikely	Could occur at some time
E	Rare	May occur only in exceptional circumstances

**Table 3: Qualitative Risk Analysis matrix-Level of Risk**

CONSEQUENCE	INSIGNIFICANT	MINOR	MODERATE	MAJOR	CATASTROPHIC
Almost certain (A)	H (11)	H (16)	E (20)	E (23)	E (25)
Likely (B)	M (7)	H (12)	H (17)	E (21)	E (24)
Possible (C)	L (4)	M (8)	H (13)	E (18)	E (22)
Unlikely (D)	L (2)	L (5)	M (9)	H (14)	E (19)
Rare (E)	L (1)	L (3)	M (6)	H (10)	H (15)

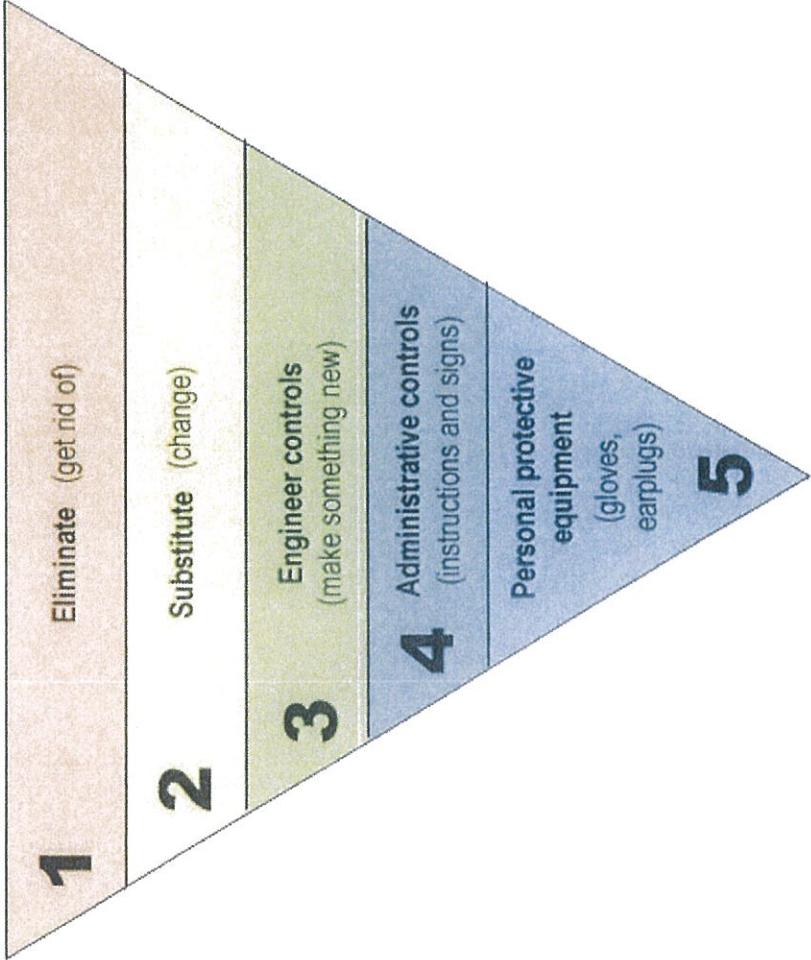


<b>McMAHON SERVICES</b> 41 Bishop St, Woolner NT ABN 52 109 241 885				<b>JOB SAFETY ANALYSIS (JSA) &amp; SAFE WORK METHOD STATEMENT (SWMS)</b>	
QHSE file – F 230.doc.V4 R004	<b>F 230</b>	Page 4 of 8	<b>JSA Doc. No:</b>		Date: 21/06/10

**HIRAC METHODOLOGY.**

The team are to examine the risks systematically, scoring and ranking each identified risk. Inherent risks ranked as H (10) or higher are to be considered as “unacceptable” and the team will need to further examine these risks to determine the adequacy of controls and the level of residual risk. The team will develop a risk reduction plan for all residual risks with an extreme or high risk that is greater than H (10)

McMahon Services has adopted the “Hierarchy of Control” as the method of controlling identified hazards. The first option is to eliminate the hazard however where this is not practicable the aim is to minimise the risk to as low as reasonably achievable. *(refer below)*





Job Safety Analysis (JSA)				Safe Work Method Statement (SWMS)		
Step No	Process Steps List the steps needed to do the job in the sequence to be done.	Potential Hazard/s Against each step list potential hazards that could cause injury when the job's done.	Risk Rating Before Control	Hazard Control Measures For each hazard identify control measures to eliminate or minimise the risk of injury (hierarchy of controls)	Risk Rating with Control	Action by (Print name of person)
1	JSA & Risk Ass	NOT UNDERSTAND JOB TASK OR THE RISKS	H12	MAKE ALL LEAD UNDERSTAND THE JOB TASK AND THE RISKS	M8	ALL
2	HAVE POWER AND WATER ISOLATED BY QUALIFIED ELECTRICATION AND PLUMBER	DEATH AND FLOODING	H16	QUALIFIED PERSONS TO ISOLATE SERVICES AND SIGN ISOLATION FORM	M8	ELECTION / Plumber
3	TAKE WORK TOOLS AND BINS UP TO JOB SITE ON THE FIFTH FLOOR	MANUAL HANDLING HEAT STRESS	H12	PROPER LIFTING METHOD DEHYDRATE	M8	ALL
4	SET UP ZONE					
5	HAVE HYGIENIST TO PUT AIR MONITORS ON	CONTAMINATION	H12	PUMPS IN PLACE TO MONITOR AIR FIBRES	M8	A.E.C.
6	PUR UP SIGNS DON PPE AND START DEMONSTRATION	CONTAMINATION MANUAL HANDLING HEAT STRESS	H12	PPE (SUITS, MASK GLOVES) PROPER LIFTING METHOD DEHYDRATE	M8	ALL



Job Safety Analysis (JSA)				Safe Work Method Statement (SWMS)		
Step No	Process Steps List the steps needed to do the job in the sequence to be done.	Potential Hazard/s Against each step list potential hazards that could cause injury when the job's done.	Risk Rating Before Control	Hazard Control Measures For each hazard identify control measures to eliminate or minimise the risk of injury (hierarchy of controls)	Risk Rating with Control	Action by (Print name of person)
7	PUT WASTE INTO 200UM PLASTIC BAGS PUT IN BINS AND REMOVE FROM SITE	CONTAMINATION MANUAL HANDLING HEAT STRESS	M/L	PPE (SUITS, MASKS, GLOVES) PROPER LIFTING METHOD REHYDRATE PROPER WASTE MANAGEMENT	M8	ALL
8	VACUUM AREA AND THEN SPRAY WITH PVA GUE		M		M	ALL
9	HYGIENIST TO CHECK AREA THEN PICK UP AIR MONITORS	CONTAMINATION	M/L	CONCRETE ASBESTOS REMOVAL PLAN IN PLACE	M8	ALL
10	PACK UP SITE	MANUAL HANDLING HEAT STRESS	M/L	CONCRETE LIFTING METHOD REHYDRATE	M8	ALL
11	TAKE WASTE TO DUMP	DRIVING ON ROAD	M/L	DRIVERS LICENCE PROPER WASTE MANAGEMENT	M8	ALL





QHSE file - F 230.doc.V4 R004

**F 230**

Page 7 of 8

**JSA Doc. No:**

Date: 21/06/10

**JOB SAFETY ANALYSIS PLAN**

Brief description of work to be undertaken:

*Remove Toilet Partitions.*

Key **Safety** and **Quality** issues to be managed and key safety and quality controls to be implemented:

*JSA & Risk Ass.*

Key **Environmental** issues to be managed and key controls to be implemented:

*Paper Waste Management*

Reference and detail applicable sections of: ☒ Legislation ☒ Codes of Practice ☒ Site Safety Plan ☐ McMahon Services Procedures / Safe Work Instructions ☐ Other (explain)

Personnel, Duties and Responsibilities

Personal Qualifications and Experience:

Training required to complete work:

*Head JSA & Risk Ass*

*Asbestos Licence*

*Yes*



**McMAHON**  
SERVICES  
41 Bishop St, Woolher NT  
ABN 52 109 241 885



**JOB SAFETY ANALYSIS ( JSA ) &  
SAFE WORK METHOD STATEMENT (SWMS )**

QHSE file – F 230.doc.V4 R004

**F 230**

Page 8 of 8

**JSA Doc. No:**

Date: 21/06/10

Engineering details / Workcover approvals: *NT Work Safe*

Certificates of Competency, Licences required to operate plant / perform tasks:

*Yes*

Plant and equipment to be used for task:

Plant, equipment and area safety inspections

*Hauler  
Trucks  
Trailers*

*Yes*

*Paspalis Property Trust*  
*Asbestos Removal, Paspalis Centrepont*

---

**APPENDIX 4 – AEC ENVIRONMENTAL AIR MONITORING RESULTS**



**AIRBORNE FIBRE MONITORING REPORT No.: 81724****DATE OF REPORT** Thursday 5<sup>th</sup> January 2012**CLIENT:** McMahon Services, NT**SUBJECT:** Airborne Fibre Monitoring**PROPERTY ADDRESS:** Paspalis Centre Point  
48 – 50 Smith Street  
Darwin**ORDER NO.:** 01356**MCM PROJECT NO.:** 5700103**TEST METHOD:** Membrane Filter Method for the Estimation of Airborne Asbestos Fibres per in-house method AFC01. (based on Guidance Note [NOHSC 3003 (2005)])

Sample ID	Date	Monitoring Type	Pump No.	Time On	Run Time (min.)	Flow Rate (ml/min.)	Fibre Conc. (per ml.)
81720_01	05/01/2012	WC	44	16:49	226	2500	<0.01
81720_02	05/01/2012	WC	46	16:50	226	2500	<0.01

These results together with an accompanying Asbestos Clearance Certificate indicate the area listed is clear to re-occupy, asbestos matters only.

**Monitoring Type Description:**

WC - Combined working and clearance monitoring, during asbestos removal  
W - Monitoring during asbestos removal

C - Clearance monitoring  
B - Background monitoring

**LOCATION:** Level 5**81720\_01:** Internal: the corner of the fire hydrate cabinet and the Titles Registration offices**81720\_02:** Internal: fire exit door

Naciye Haliloff  
Technical Officer

Please note that this test report is not covered by the scope of AEC's NATA accreditation

Unit 11 14 Winnellie Road Winnellie NT  
TELEPHONE (08) 8984 4244 FAX (08) 8984 3105  
P O BOX 39546 Winnellie NT 0820  
EMAIL [aec@ae-caust.com.au](mailto:aec@ae-caust.com.au)  
Website: [www.ae-caust.com.au](http://www.ae-caust.com.au)

**ASBESTOS CLEARANCE CERTIFICATE**

Report No. 81720 - ACC

<b>DATE OF INSPECTION:</b>	Thursday 5 <sup>th</sup> January 2012
<b>TIME OF INSPECTION:</b>	20:50
<b>PROPERTY NAME/ ADDRESS:</b>	Paspalis Centre Point 48 – 50 Smith Street Darwin
<b>ASBESTOS REMOVAL CONTRACTOR:</b>	McMahon Services, NT
<b>LOCATION:</b>	Level 5
<b>WORK UNDERTAKEN:</b>	Removal of asbestos containing wall linings in disabled toilet, and asbestos containing toilet partitions and doors in female & male toilets
<b>INSPECTION NOTES:</b>	All accessible surfaces were visually inspected and found to be clear of any asbestos containing debris
<b>LIMITATIONS / COMMENTS:</b>	

AEC Environmental hereby confirm that the asbestos removal in the immediate work area of the location as specified above has been completed in accordance with the NOHSC Code of Practice for the Safe Removal of Asbestos 2<sup>nd</sup> Edition [NOHSC:2002(2005)].

Airborne Fibre Monitoring, together with this visual inspection, confirms that the location as specified above is fit for re-occupation (asbestos related matters only).

Asbestos in soils, inaccessible areas and areas requiring destruction or demolition have not been inspected as part of the inspection process. Caution should be exercised with regard to other asbestos containing materials, exposed or detected if further demolition or alterations are contemplated. It is noted the clearance is based on the date & time of inspection, should further works be conducted after this date, caution must be taken to ensure asbestos is not transferred in the certified area.

For any further information please do not hesitate to contact the undersigned on (08) 8984 4244.

Signed



Naciye Haliloff  
Technical Officer

11/14 Winnellie Rd. Winnellie NT 0820  
Telephone (08) 8984 4244 Fax (08) 8984 3105  
PO Box 39546 Winnellie NT 0820  
Email [aec@aecaust.com.au](mailto:aec@aecaust.com.au)  
Website: [www.ae-caust.com.au](http://www.ae-caust.com.au)  
Page 1 of 1



**AIRBORNE FIBRE MONITORING REPORT No.: 81724a**

**DATE OF REPORT** Friday, 20 January 2012

**CLIENT:** McMahon Services, NT

**SUBJECT:** Airborne Fibre Monitoring

**PROPERTY ADDRESS:** Paspalis Centre Point  
48 – 50 Smith Street  
DARWIN

**ORDER NO.:** 01356

**MCM PROJECT NO.:** 5700103

**TEST METHOD:** Membrane Filter Method for the Estimation of Airborne Asbestos Fibres per in-house method AFC01. (based on Guidance Note [NOHSC 3003 (2005)])

Sample ID	Date	Monitoring Type	Pump No.	Time On	Run Time (min.)	Flow Rate (ml/min.)	Fibre Conc. (per ml.)
81720a_01	19/01/2012	WC	23	16:57	VOIDED (see note 1)		
81720a_02	19/01/2012	WC	50	16:58	VOIDED (see note 1)		
81720a_03	19/01/2012	WC	59	17:00	VOIDED (see note 1)		
81720a_04	19/01/2012	WC	33	17:01	VOIDED (see note 1)		
81720a_05	20/01/2012	C	59	01:22	62	3000	<0.01
81720a_06	20/01/2012	C	33	01:23	60	3000	<0.01

**Note 1. Excessive dust or fibre loading**

These results together with an accompanying Asbestos Clearance Certificate indicate the area listed is clear to re-occupy, asbestos matters only.

**Monitoring Type Description:**

WC - Combined working and clearance monitoring, during asbestos removal  
W - Monitoring during asbestos removal

C - Clearance monitoring  
B - Background monitoring

**LOCATION:***Level 4*

81720a\_01: Internal: Minerals Titles and Mining performance door (female toilets)  
81720a\_02: Internal: Fire exit door  
81720a\_05: Internal: Middle of foyer

*Level 3*

81720a\_03: Internal: Info centre NT Minerals and Energy door (female toilets)  
81720a\_04: Internal: NTGS Directors and Admin offices (male & disabled toilets)  
81720a\_06: Internal: Middle of foyer

Regards



Naciye Haliloff  
Technical Officer

Please note that this test report is not covered by the scope of AEC's NATA accreditation

Unit 11 14 Winnellie Road Winnellie NT  
TELEPHONE (08) 8984 4244 FAX (08) 8984 3105  
P O BOX 39546 Winnellie NT 0820  
EMAIL [aec@aeqaust.com.au](mailto:aec@aeqaust.com.au)  
Website: [www.aeqaust.com.au](http://www.aeqaust.com.au)

**ASBESTOS CLEARANCE CERTIFICATE**

Report No. 81720a - ACC

<b>DATE OF INSPECTION:</b>	Friday 20 <sup>th</sup> January 2012
<b>TIME OF INSPECTION:</b>	00:00
<b>PROPERTY NAME/ ADDRESS:</b>	Paspalis Centre Point 48 – 50 Smith Street Darwin
<b>ASBESTOS REMOVAL CONTRACTOR:</b>	McMahon Services
<b>LOCATION:</b>	Level 4 and 3
<b>WORK UNDERTAKEN:</b>	Removal of asbestos containing wall linings in disabled toilet, and asbestos containing toilet partitions and doors in female & male toilets, as well as a electrical backing board on each level
<b>INSPECTION NOTES:</b>	All accessible surfaces were visually inspected and found to be clear of any asbestos containing debris
<b>LIMITATIONS / COMMENTS:</b>	

AEC Environmental hereby confirm that the asbestos removal in the immediate work area of the location as specified above has been completed in accordance with the NOHSC Code of Practice for the Safe Removal of Asbestos 2<sup>nd</sup> Edition [NOHSC:2002(2005)].

Airborne Fibre Monitoring, together with this visual inspection, confirms that the location as specified above is fit for re-occupation (asbestos related matters only).

Asbestos in soils, inaccessible areas and areas requiring destruction or demolition have not been inspected as part of the inspection process. Caution should be exercised with regard to other asbestos containing materials, exposed or detected if further demolition or alterations are contemplated. It is noted the clearance is based on the date & time of inspection, should further works be conducted after this date, caution must be taken to ensure asbestos is not transferred in the certified area.

For any further information please do not hesitate to contact the undersigned on (08) 8984 4244.

Signed



Naciye Haliloff  
Technical Officer

11/14 Winnellie Rd. Winnellie NT 0820  
Telephone (08) 8984 4244 Fax (08) 8984 3105  
PO Box 39546 Winnellie NT 0820  
Email [aec@aecaust.com.au](mailto:aec@aecaust.com.au)  
Website: [www.ae-caust.com.au](http://www.ae-caust.com.au)  
Page 1 of 1

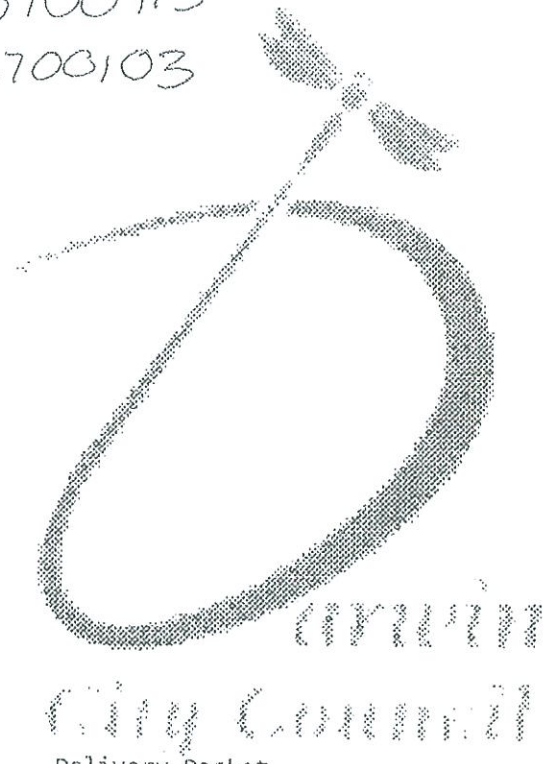


*Paspalis Property Trust*  
*Asbestos Removal, Paspalis Centrepoint*

---

**APPENDIX 5 - WASTE DISPOSAL RECEIPT**

5700128,  
5700113  
5700103



Delivery Docket

Shoal Bay

Phone: 08 89450877

ABN: 11503313301

TransactionID: 10160316

Ticket No: 10150902-SB

Voucher No:

Time In: 24/01/2012 8:58:31 AM

Time Out: 24/01/2012 8:58:31 AM

Vehicle Rego: SB67DD-1

Client: McMAHON SERVICES AUST P

Order Number:

Contract:

EPA Permit No:

Weighed Waste:

SPECIAL ASBESTOS

GROSS Weight: 15.58t

TARE Weight: 12.20t

NET Weight: 3.38t

Chargeable Weight: 3.38t

Council Fee: \$ \$414.82

EPA Levy: \$ \$0.00

GST : \$ \$41.48

Total Price: \$ \$456.30

Payments:

ACCOUNT \$456.30

Change Given: \$0.00

Driver:

Operator: Joe

.....



**McMahon Services Australia (NT) Pty Ltd**

ABN 52 109 241 885

41 Bishop Street, Woolner, Northern Territory 0800

Telephone: (08) 8930 2500

Facsimile: (08) 8942 2782

[www.mcmservices.com.au](http://www.mcmservices.com.au)



# **McMAHON**

## **S E R V I C E S**

- Civil Engineering • Demolition • Asbestos Removal • Building Services
- Environmental Remediation • Toxic Waste Handling • Industrial Services