



stanwell

# BUSINESS PROCEDURE

## Asbestos Management OHS-PROC-414



### ***This document applies to:***

Brisbane Office

Iron Flow Battery SPS

SAMCo

Tarong Battery

Wivenhoe Pipeline



CQ Hydrogen



Meandu Mine



Stanwell Battery



Tarong Site



FEITH



Non-Operational Land



Stanwell PS



Wambo Wind Farm



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## 1.0 Purpose/Scope

This Business Procedure describes Stanwell's minimum mandatory requirements for identifying, assessing, and managing the risk of asbestos, asbestos containing materials (ACM), and asbestos-contaminated dust or debris (ACD) in the workplace.

This document serves as the Stanwell Asbestos Management Plan where asbestos has been identified at a Stanwell workplace or has been identified as likely to be at a Stanwell workplace, and as a minimum includes:

- references to each site Asbestos Register for locations of identified asbestos and ACM;
- decisions, and reasons for the decisions, about the management of asbestos at the workplace;
- control measures, including work procedures, identified for controlling asbestos hazards on site;
- procedures for managing asbestos-related incidents, and emergencies on site; and
- responsibilities and training requirements for personnel performing asbestos-related work.

This Business Procedure applies throughout Stanwell, all its sites and all activities under Stanwell's control. It applies to all Stanwell employees and contractors, including visitors to Stanwell workplaces.

## 2.0 Hazards

Asbestos poses a risk to human health through the inhalation of airborne asbestos fibres. Diseases associated with exposure to asbestos fibres include mesothelioma, asbestosis, and lung cancer.

The likelihood of any particular person developing an asbestos-related disease is dependent on a number of factors, including:

- duration a person is exposed to airborne asbestos fibres;
- concentration or levels of asbestos in the air breathed;
- individual susceptibility;
- size and type of asbestos fibres; and
- individual risk factors, such as cigarette smoking and pre-existing lung disease.

Some examples of activities that may generate or release airborne asbestos fibres include:

- drilling, boring, cutting, filing, brushing, grinding, sanding, breaking, or smashing ACM;
- sampling and removing ACM;
- renovating or demolishing buildings containing ACM;
- performing maintenance or servicing work (including cleaning) on ACM, or materials and plant with ACM; and
- using compressed air on ACM.

ACM that could potentially be found at a Stanwell workplace may include (but not limited to): asbestos cement sheets, pipes, electrical boards and insulators, fireproofing insulation, crane and lift brake pads, gaskets, roofing compositions, outdoor siding, heat insulation, acoustical insulation, plaster, floor tiles, vinyl tiles, ceiling tiles.

### 3.0 Actions

It must be ensured that:

- Using ACM or work involving ACM is prohibited from being undertaken or directed at all Stanwell workplaces except for sampling, analysis, maintenance of non-friable asbestos, removal, disposal, encapsulation, or enclosure;
- no procured goods contain asbestos or ACM;
- wherever an asbestos component requires replacement, the replacement product must be non-asbestos;
- so far as is reasonably practicable, exposure of people at the workplace to airborne asbestos is eliminated, except in an asbestos removal area that is enclosed to prevent the release of respirable asbestos fibres and negative pressure is used. If this is not reasonably practicable, the exposure must be minimised so far as is reasonably practicable;
- the exposure standard for asbestos is not exceeded at the workplace;
- as far as reasonably practicable, all asbestos in the workplace has been identified, recorded, risk assessed, and exposure controlled;
- selection and use of tools and personal protective equipment (PPE) for asbestos-related work must be based on a risk assessment;
- all workers performing asbestos-related work or asbestos removal are trained and licenced in accordance with the Queensland Work Health and Safety Regulation 2011; and
- all workers involved in transporting and disposal of waste asbestos hold an appropriate Environmental Authority.

Note: Construction work that involves, or is likely to involve, the disturbance of asbestos is classified as high risk construction work.

### 3.1 Planning Requirements

#### 3.1.1 Identification

It must be ensured, as far as reasonably practicable, all asbestos or ACM in the workplace has been identified by a competent person. Asbestos must be assumed to be present if:

- it cannot be identified, but a competent person reasonably believes it is asbestos; and
- it is likely to be present in an inaccessible part of the workplace.

It must be ensured that:

- all analysis that is conducted to identify asbestos is carried out by a competent person. All samples are to be sent to a National Australian Testing Authority (NATA) accredited laboratory for confirmation of the presence of asbestos;
- the relevant site Asbestos Register is updated with sampling results; and
- all positively identified asbestos is clearly labelled or signed.

Note: At Tarong Power Station sites, any fibrous sheeting is to be treated as asbestos unless confirmed not to contain asbestos.

Refer to *Stanwell Work Instruction: Asbestos Sampling (OHS-WI-09)* for the sampling procedure of suspected asbestos.

### 3.1.2 Risk Assessment

It must be ensured that sites conduct a risk assessment of all asbestos identified or asbestos assumed to be present in the workplace. As a minimum this risk assessment must consider:

- the condition of the asbestos;
- the likelihood for damage or deterioration of the asbestos;
- the likelihood of asbestos being disturbed due to work practices (e.g. routine and maintenance activities and their frequency); and
- the proximity to workers.

The results of the risk assessment can be documented in the site Asbestos Register.

### 3.1.3 Control

Sites must ensure the following information is considered when determining the correct control measure for management of ACM risks:

- ACM which is friable and there is risk of exposure, is to be removed by a Class A licensed asbestos removalist as soon as practicable, in accordance with the *How to Safely Remove Asbestos Code of Practice 2021*.
- More than 10m<sup>2</sup> of non-friable asbestos or ACM that requires removal is to be removed by a person with a minimum of a Class B asbestos removalist licence, in accordance with the *How to Safely Remove Asbestos Code of Practice 2021*.
- ACM, if stable and inaccessible, may be left in situ until demolition, partial demolition, renovation, or refurbishment of the building.
- ACM that is bonded, stable and sealed, and is unlikely to be disturbed during normal activities, should be left in-situ and its condition monitored over time.
- If the ACM is bonded, stable and unsealed, the need for encapsulation will be determined based on the risk of exposure.
- ACM must be removed prior to the commencement of demolition, partial demolition, or refurbishment if they are likely to be disturbed by those works, in accordance with the *How to Safely Remove Asbestos Code of Practice 2021*.

### 3.1.4 Asbestos Register

It must be ensured that each workplace where asbestos has been identified or is suspected maintains an up-to-date Asbestos Register, refer to *Appendix A: Asbestos Management Document Flowchart* for each site Asbestos Register. As a minimum the register must contain:

- the date the asbestos was identified;
- the location and type of the asbestos; and
- the condition of the asbestos.

It must be ensured each asbestos register:

- is readily available to workers or their health and safety representatives;
- is provided to:
- any other person assuming management control of the workplace;
- any person engaged to perform demolition or refurbishment work in the workplace before work begins.
- is reviewed at least once every five years or when:
  - the asbestos management plan is reviewed;
  - further asbestos or ACM is identified in the workplace; and
  - asbestos is disturbed in the workplace.

## 3.2 Safe Work Practices

### 3.2.1 Maintenance And Handling Tasks Involving Asbestos

Sites must implement site specific asbestos handling processes which take the following into consideration:

- Maintenance tasks that may impact on ACM must be performed under controlled conditions to prevent the distribution of airborne asbestos fibres.
- The How to Safely Remove Asbestos Code of Practice 2021, details the requirement for Personal Protective Equipment (PPE).
- Appendix F of the How to Manage and Control Asbestos in the Workplace Code of Practice 2021 contains safe work practices for certain maintenance tasks that are to be followed when undertaking the task including:
  - drilling of asbestos containing materials;
  - sealing, painting, coating, and cleaning of asbestos-cement products;
  - cleaning leaf litter from gutters of asbestos cement roofs;
  - replacing cabling in asbestos cement conduits or boxes;
  - working on electrical mounting boards containing asbestos; and
  - inspection of asbestos friction materials.

### 3.2.2 Demolition and Refurbishment

Before any demolition or refurbishment work starts, sites must ensure that:

- the asbestos register is reviewed;
- a copy of the register is given to any person engaged to perform demolition or refurbishment work; and
- all asbestos likely to be disturbed is identified and removed as far as is reasonably practicable.

If for any reason an asbestos register is not available before demolition or refurbishment, sites must ensure that a competent person has inspected all structures or plant to identify any asbestos or ACM.

### 3.2.3 Minor Contamination Of Asbestos-Containing Dust Or Debris (ACD) Clean Up And Removal

Unlicensed workers are permitted to clean up and remove minor asbestos contamination generated by a removal job of 10m<sup>2</sup> or less of non-friable asbestos or a minor contamination of ACD that is not associated with asbestos removal work, in order to return the affected area back to a safe environment.

Stanwell has defined 'minor contamination' as less than one square metre of ACD.

Workers involved in clean up and removal of minor asbestos contamination must have completed appropriate training, refer to Section 4.8 of this Business Procedure.

To determine whether a contamination of ACD is a minor contamination, sites must carry out a risk assessment that takes the following into consideration:

- the time it would take for a person to carry out the clean-up job;
- the size, area, and extent of the contamination;
- the number of workers and persons who will be or are likely to be involved in or exposed to the work;
- the complexity of the work being undertaken;

- the knowledge and skills required to complete the work safely; and
- the risks associated with the work and the complexity of the risk control measures.

Note: Refer to Safe Work Australia factsheet: 'Minor contamination' of asbestos-containing dust or debris 2013, for guidelines on identifying a minor contamination.

### 3.2.4 Asbestos Removal

For any asbestos removal work, it must be ensured that a safe work method statement (SWMS) has been developed and the Stanwell Form: Approval to Undertake Asbestos Related Work and or Removal (T-1249) has been completed by the site responsible person.

- It must be ensured that:
- asbestos removal work is carried out in accordance with this procedure and the *Queensland Work Health and Safety Regulation 2011*;
- removal of asbestos by a person who does not hold a Class A or Class B asbestos removal licence is only permitted if the asbestos being removed is:
  - 10m<sup>2</sup> or less of non-friable asbestos; or
  - ACD that is not more than a minor contamination (refer to Section 7: Definitions) and is associated with 10m<sup>2</sup> or less of non-friable asbestos.
- a wet method is utilised to remove asbestos where reasonably practicable;
- nothing is removed from an asbestos-related work area unless it is decontaminated, or contained and labelled;
- PPE and any other material contaminated with asbestos is sealed and labelled in a container before being removed from the asbestos waste area and disposed of upon completion of the asbestos removal work;
- asbestos waste is contained and labelled before it is removed from the asbestos removal area;
- asbestos materials from asbestos-related work areas are only transported in covered vehicles and disposed of at licensed disposal facilities; and
- asbestos contaminated soils are wetted down during removal activities.

In addition to the above, for licensed asbestos removal work it must be ensured that:

- the licensed asbestos removalist develops an Asbestos Removal Control Plan;
- the licensed asbestos removalist notifies the regulator in writing at least five days before the work commences;
- once the licensed asbestos removal work has been completed, a clearance inspection is carried out and a clearance certificate is issued before the work area can be re-occupied. The clearance inspection must be undertaken and the certificate issued in accordance with the *Queensland Work Health and Safety Regulation 2011*.

The relevant site Asbestos Register must be updated with details regarding the removal of the asbestos.

Refer to the following Stanwell Work Instructions for removal procedures:

- Asbestos Cement Sheeting and Pipe Penetration and Removal (OHS-WI-10)
- Asbestos Friction Material Removal (OHS-WI-11)
- Asbestos Gasket Removal (OHS-WI-12)

### 3.2.5 Tools for Use with ACM

Manually operated (non-powered) hand tools must be used on asbestos or ACM where practicable.

Where manually operated tools are not sufficient, low-speed battery powered tools in conjunction with wet methods to control dust, may be used. Battery powered tools should be fitted with local exhaust ventilation or be used in conjunction with pastes and gels.

The following work methods / tools are prohibited on asbestos or ACM:

- a high-pressure water process on ACM;
- compressed air or abrasive blasting on ACM or a surface e.g. clothing where ACM is present;
- high-speed abrasive power and pneumatic tools such as angle grinders, sanders and saws and high-speed drills; and
- brooms or brushes to sweep asbestos dust or debris.

### 3.2.6 Work Environment Requirements

It must be ensured that any area where asbestos-related work is taking place:

- is separated, contained, or sealed from the rest of the workplace as far as practicable;
- is signed and barricaded to indicate and delineate the asbestos work area;
- all non-essential personnel are kept clear; and
- contains facilities for decontaminating workers, equipment, and work items.

### 3.2.7 Personal Protective Equipment (PPE) Requirements

It must be ensured that all personnel conducting asbestos-related work are issued with suitable PPE, including as a minimum, respirators, gloves, safety glasses or goggles, and coveralls. The level of PPE required will be determined by risk assessment.

It must be ensured that PPE used for asbestos-related work is correctly handled:

- PPE must be sealed, decontaminated, labelled, and correctly disposed of;
- as far as reasonably practicable, disposable clothing is to be worn. Where non-disposable clothing is worn, it must be laundered according to the *Queensland How to Safely Remove Asbestos Code of Practice 2021*; and
- where deemed required and used, all other reusable PPE must be decontaminated and stored in a sealed container labelled as containing asbestos. Refer to *Appendix B: Personal Decontamination Process* for asbestos decontamination requirements.

A respirator should be worn whilst all work and clean-up is complete, and until all contaminated clothing is removed, bagged and sealed.

### 3.2.8 Decontamination Facilities

Any PCBU undertaking asbestos-related work must ensure that facilities are available to decontaminate the following:

- the asbestos-related work area;
- any plant used in the asbestos-related work area; and
- workers carrying out the asbestos-related work.



### 3.2.9 Inspections

ACM remaining in situ must be labelled and inspected to ensure it is not deteriorating or contributing to an increased health risk. Where ACM, in situ, is damaged, it must be attended to as soon as practicably possible to minimise the release of asbestos fibres. If any surface or edge of ACM show signs of deterioration or damage, then it must be sealed or removed.

## 3.3 Air Monitoring

Air monitoring must be conducted in accordance with the *Guidance Note on the Membrane Filter Method for Estimating Airborne Asbestos Dust*, 2<sup>nd</sup> Edition [NOHSC: 3003 (2005)].

### Timing And Frequency Of Air Monitoring

**Friable asbestos removal** – Air monitoring is mandatory for all friable asbestos removal. This includes prior to dismantling an enclosure and for the purposes of the clearance inspection. The site responsible person must ensure that an independent licensed asbestos assessor undertakes air monitoring of the asbestos removal area at a workplace operated and/or controlled by Stanwell, where asbestos removal work that requires a Class A licence has been performed.

**More than 10m<sup>2</sup> of non-friable asbestos removal** – Air monitoring is not required but may be considered to be carried out by an independent licensed asbestos assessor or competent person to ensure compliance with the duty to eliminate or minimise exposure to airborne asbestos, and to ensure the exposure standard is not exceeded.

**Public location** – Air monitoring should be considered where asbestos removal work is being undertaken in or next to a public location.

**Exposure air monitoring** – Air monitoring should be carried out at other times to determine a worker's exposure to airborne asbestos if, based on reasonable grounds, there is uncertainty as to whether the exposure standard may be exceeded and a risk assessment by a competent person indicates it is necessary. Since most uses of asbestos are prohibited, exposure monitoring should not be required frequently.

### ***Other times when air monitoring may be required:***

- If it is not clear whether new or existing control measures are effective.
- If there is evidence (for example, dust deposits are outside the enclosure) the control measures have deteriorated as a result of poor maintenance.
- If modifications or changes in safe work methods have occurred that may adversely affect worker exposure.
- If there has been an uncontrolled disturbance of asbestos at the workplace.

### Provision of Air Monitoring

In relation to removal work requiring a licence:

**Friable asbestos removal** – An independent licensed asbestos assessor must be engaged to carry out air monitoring when it is required.

**Non-friable asbestos removal (more than 10m<sup>2</sup>)** – An independent licensed asbestos assessor or competent person must be engaged to carry out air monitoring when it is required.

Where air monitoring is otherwise required, for instance to determine whether the exposure standard has been exceeded following an uncontrolled disturbance or release of asbestos at the workplace, an independent licensed asbestos assessor or competent person may carry it out. However, if the release involves friable asbestos, only an independent licensed asbestos assessor can carry out the air monitoring.

### Results of the air monitoring

Once the results of the air monitoring are received, the licensed asbestos removalist must take action depending on the respirable asbestos fibre level. Where the results show that respirable asbestos fibre levels exceed the action levels as outlined in *Table 1: Action levels for air monitoring results*, action must be taken immediately.

The results of the air monitoring for licenced removal work requiring a Class A licence must be provided to the following:

- workers at the workplace;
- health and safety representatives for workers at the workplace;
- PCBUs at the workplace; and
- other persons at the workplace

**Table 1: Action Levels For Air Monitoring Results**

Action level	Control	Action
Less than 0.01 fibres/ml.	No new control measures are necessary.	Continue with control measures.
At 0.01 fibres/ml or more than 0.01 fibres/ml but less than or equal to 0.02 fibres/ml.	<ol style="list-style-type: none"> <li>1. Review</li> <li>2. Investigate</li> <li>3. Implement</li> </ol>	<ol style="list-style-type: none"> <li>1. Review control measures.</li> <li>2. Investigate the cause.</li> <li>3. Implement controls to eliminate or minimise exposure and prevent further release.</li> </ol>
More than 0.02 fibres/ml.	<ol style="list-style-type: none"> <li>1. Stop removal work.</li> <li>2. Notify regulator.</li> <li>3. Investigate the cause.</li> <li>4. Implement controls to eliminate or minimise exposure and prevent further release.</li> </ol>	<ol style="list-style-type: none"> <li>1. Stop removal work.</li> <li>2. Notify the relevant regulator by phone followed by fax or written statement that work has ceased and the results of the air monitoring.</li> <li>3. Conduct a thorough visual inspection of the enclosure (if used) and associated equipment in consultation with all workers involved with the removal work.</li> <li>4. Extend the isolated/barricaded area around the removal area/enclosure as far as reasonably practicable (until fibre levels are at or below 0.01 fibres/ml, wet wipe and vacuum the surrounding area, seal any identified leaks (e.g. with expandable foam or tape) and smoke test the enclosure until it is satisfactorily sealed.</li> </ol>
	<ol style="list-style-type: none"> <li>5. Do not recommence removal work until further air monitoring is conducted.</li> </ol>	<ol style="list-style-type: none"> <li>5. Do not recommence until fibre levels are at or below 0.01 fibres/ml.</li> </ol>

### 3.4 Health Monitoring

Health monitoring is required for workers carrying out licensed asbestos removal work or other ongoing asbestos-related work at a workplace where there is a risk of exposure to asbestos when carrying out the work.

- Consideration must be given to the worker's demographic, medical and occupational history, and records of the worker's personal exposure. Health monitoring must include a physical examination of the worker with emphasis on the respiratory system, including standardised respiratory function tests, unless another form of health monitoring is recommended by a registered medical practitioner.
- Workers must be informed of any health monitoring requirements before they commence work that may expose them to asbestos.
- Health monitoring records must be maintained in accordance with Stanwell Business Procedure: Pre-Employment Medicals and Periodic Health Monitoring (OHS-PROC-421).
- Health monitoring reports must be kept as a confidential record for at least 40 years after the record is made and identified as a formal record for the particular worker. The reports and results of a worker must not be disclosed to another person without the worker's written consent.
- A copy of the health monitoring report must be provided to a worker and any other relevant PCBU who shares the duty to provide health monitoring to the worker, as soon as possible after it is obtained from the medical practitioner.

#### Timing And Frequency Of Health Monitoring

- If a worker is carrying out licensed asbestos removal work, health monitoring must be conducted prior to the worker commencing the work.
- Where a worker is at risk of exposure to asbestos due to work other than licensed asbestos removal, health monitoring must also be undertaken. Examples of work where there is a risk of exposure include ongoing unlicensed removal work, undertaking maintenance work on ACM regularly as part of another job (for instance, electricians or building maintenance staff in older buildings) and carrying out asbestos-related work. The need for health monitoring for these workers must be determined on the basis of:
  - the potential for exposure;
  - the frequency of potential exposure; and
  - the duration of the work being undertaken.
- Health monitoring must be provided to the worker at least once every two years after commencing the asbestos-related work.

A copy of the health monitoring report must be given to the regulator as soon as practicable after obtaining the report if the report contains:

- any advice that test results indicate that the worker may have contracted a disease, injury or illness as a result of carrying out the work that triggered the requirement for health monitoring; and
- any recommendation that the person conducting the business or undertaking take remedial measures, including whether the worker can continue to carry out work involving licensed asbestos removal work or other ongoing asbestos related work at a workplace and are at risk of exposure to asbestos when carrying out the work.

## 3.5 Emergency Response Procedures

### 3.5.1 Evacuation Event

The Asbestos Removal Control Plan for licensed asbestos removal work must include contingencies that mitigate the potential for exposure to airborne asbestos fibres in the case of an emergency.

Site procedures for evacuation must be conveyed to contractors and employees during the site induction.

Considerations include but are not limited to:

- temporarily waiving decontamination procedures in the event of an emergency requiring evacuation; and
- ensuring persons involved in asbestos removal, or those potentially exposed to asbestos, evacuate to an appropriate location downwind to ensure any fibres remaining on clothes (as a result of not decontaminating completely) do not enter the breathing space of others.

Events likely to require evacuation during asbestos removal work include but are not limited to:

- fire evacuation;
- chemical spill and contamination; and
- gas leak/contaminated atmosphere.

### 3.5.2 Uncontrolled Release Resulting In Personal Exposure

Processes for responding to and managing incidents involving the uncontrolled release of asbestos fibres, or suspected asbestos materials, that have the potential to result in personal exposure are to be determined based on the nature of the exposure.

Considerations include but are not limited to:

- evacuation and barricading to prevent entry into the contaminated area;
- implementation of controls to prevent exposure of anyone else to asbestos and the prevention of further release of respirable asbestos fibres;
- communication to key stakeholders including site first response team and general manager;
- decontamination of the exposed person(s);
- removal and containment of contaminated clothing;
- processes that ensure the protection of emergency services and first aid personnel including the provision of appropriate PPE and decontamination;
- arrangements for swab testing of exposed person's clothing; and
- arrangements for airborne sampling of the contaminated area(s).

## 3.6 Incident Management and Reporting

The site responsible person must ensure that all incidents involving asbestos are reported in accordance with Stanwell's incident reporting procedure and associated forms/templates. All asbestos-related incidents are to be investigated as per Stanwell's requirements..

*Note: A health and safety incident that exposes a worker or any other person to a serious risk to health or safety emanating from an immediate or imminent exposure to asbestos fibres is classified as a dangerous incident under s37 of the Work Health and Safety Act 2011, and under s35 is classified as a notifiable incident reportable to the Regulator.*

If a licensed removalist carrying out asbestos removal work requiring an Class A removal licence at a Stanwell workplace records asbestos fibre levels at more than 0.02 fibres/ml they must immediately:

- order the asbestos removal work to stop;
- notify the site responsible person, and in consultation with Stanwell, the Regulator;
- investigate the cause of the respirable asbestos fibre level;
- implement controls to prevent exposure of anyone to asbestos;
- prevent the further release of respirable asbestos fibres; and
- determine the workers and other persons who were in the work area during that time and warn of possible exposure to respirable asbestos fibres.

Notification must be made immediately to the Regulator, with the following details:

- name of licensed removalist;
- site address where the asbestos is being removed;
- date the notification of licensed asbestos removal work was made to the Regulator; and
- details of testing and test results.

A copy of the monitoring report must be provided to Stanwell and the Regulator as soon as practicable.

### 3.6.1 Communication

The site management team must be notified as soon as practicable by the site responsible person of:

- any uncontrolled release of asbestos or suspected asbestos materials; and
- any spills, dislodged, damaged, or exposed asbestos materials.

The site management team must be responsible for communications to site personnel and contractors during an asbestos incident.

Communications should include the nature of the incident, the incident location(s) and corrective and preventative actions being implemented.

Regular updates on the progress of corrective and preventative actions should be sent to site personnel and contractors.

### 3.6.2 Asbestos Exposure Register

All persons who have been exposed or have been potentially been exposed to respirable asbestos fibres must be registered on the National Asbestos Exposure Register (<https://www.asbestossafety.gov.au/national-asbestos-exposure-register/online>).

Workers must complete Stanwell Form: Asbestos Exposure Questionnaire (T-1031) and provide a copy to the Occupational Health Nurse who will organise for the National Asbestos Exposure Register to be updated accordingly. A copy of the Stanwell Form: Asbestos Exposure Questionnaire (T-1031) must be kept by the worker and their employer.

## 3.7 Asbestos Waste Transport and Disposal

Asbestos is defined as regulated waste under the Queensland Environmental Protection Regulation 2008.

It must be ensured that:

- all personnel involved in the commercial transport of asbestos hold or are acting under an appropriate environmental authority;

- waste handlers submit waste tracking information to the *Department of Environment, Science and Innovation (DESI)*;
- asbestos waste is removed in accordance with the site's waste disposal program;
- asbestos waste, including any PPE used to remove asbestos is contained and labelled in accordance with the *Queensland How to Safely Remove Asbestos Code of Practice 2011*;
- only unused bags and heavy-duty 200µm (minimum thickness) polythene sheeting are used;
- asbestos is disposed of as soon as is practicable at a site authorised to accept asbestos waste; and
- if the source of asbestos or asbestos contaminated material is a site listed either in the *Environmental Management Register (EMR)* or *Contaminated Land Register (CLR)*, a disposal permit is required. A disposal permit must be obtained prior to starting extraction of materials, including contaminated soils from the site.

### 3.8 Training and Competence Requirements

All personnel performing Class A or Class B asbestos removal work must hold the correct and valid license to do so.

Stanwell personnel who are reasonably likely to be involved in asbestos removal work or the carrying out of asbestos-related work must be trained in the identification, safe handling and suitable control measures for asbestos and ACM by completing Stanwell Asbestos Awareness (HS100) prior to undertaking the work. Contractors are responsible for identifying and implementing the appropriate provision of information and training for their personnel.

Records of all asbestos-related training must be kept while the worker is carrying out the work, and for five years after the day the worker stops carrying out the work.

### 4.0 Review, Consultation and Communication

#### Review:

This Document, as the Stanwell Asbestos Management Plan, is required to be reviewed, as a minimum, every 5 years.

#### Consultation:

Personnel consulted during the review of this document include members of the Corporate Health, Safety and Environment team as well as any other personnel who have an interest in the process.

#### Communication/Requirements after Update:

This Business Procedure will be communicated and available on the Stanwell Intranet.

## 5.0 References

### Legislation

- Environmental Protection Act & Regulation
- Health & Safety Act & Regulation
- GOC State Archives – Public Records Act
- Queensland Work Health and Safety Act 2011
- Queensland Work Health and Safety Regulation 2011, Part 3.5
- Queensland How to Manage and Control Asbestos in the Workplace Code of Practice 2021
- Queensland How to Safely Remove Asbestos Code of Practice 2021
- Queensland Environmental Protection Regulation 2019
- Queensland Environmental Protection (Waste Management) Regulation 2019

### Guidance Material

- Safe Work Australia: Asbestos registers at the workplace guide 2023
- Safe Work Australia: Health monitoring guide for asbestos 2020
- Safe Work Australia: 'Minor contamination' of asbestos-containing dust or debris factsheet 2013
- Guidance Note on the Membrane Filter Method for Estimating Airborne Asbestos Dust, 2nd Edition [NOHSC: 3003 (2005)].

Document No	Document Title
<b>Business Procedures</b>	
OHS-PROC-421	Pre-Employment Medicals and Periodic Health Monitoring
<b>Stay Safe</b>	
OHS-PROC-414A	Asbestos Management
<b>Forms</b>	
T-1249	Approval to Undertake Asbestos Related Work and or Removal
T-1031	Asbestos Exposure Questionnaire Form
<b>Work Instructions</b>	
OHS-WI-09	Asbestos Sampling
OHS-WI-10	Asbestos Cement Sheeting and Pipe Penetration and Removal
OHS-WI-11	Asbestos Friction Material Removal
OHS-WI-12	Asbestos Gasket Removal

## 6.0 Definitions

Word / Abbreviation	Definition
<b>Airborne asbestos</b>	Any fibres of asbestos small enough to be made airborne. For the purpose of monitoring airborne asbestos fibres, only respirable fibres are counted.
<b>Air Monitoring</b>	Airborne asbestos sampling to assist in assessing exposure and the effectiveness of control measures. This includes exposure monitoring, clearance monitoring and control monitoring.
<b>Asbestos</b>	The asbestiform varieties of mineral silicates belonging to the serpentine or amphibole groups of rock-forming minerals, including actinolite asbestos, grunerite (or amosite) asbestos (brown), anthophyllite asbestos, chrysotile asbestos (white), crocidolite asbestos (blue), and tremolite asbestos, or a mixture that contains one or more of these
<b>Asbestos Containing Material (ACM)</b>	Any material or thing that, as part of its design, contains asbestos.
<b>Asbestos-Contaminated Dust or Debris (ACD)</b>	Dust or debris that has settled within a workplace and is (or assumed to be) contaminated with asbestos.
<b>Asbestos-Related Work</b>	<p>Work involving asbestos that is allowed under the <i>Work Health and Safety Regulation 2011</i>. This includes, but is not limited to:</p> <ul style="list-style-type: none"> <li>• sampling and identification;</li> <li>• transport and disposal of asbestos-containing waste; and</li> <li>• maintenance of plant or equipment containing asbestos.</li> </ul> <p>This does not include asbestos removal work.</p>
<b>Asbestos Removal Control Plan</b>	<p>A document prepared by a licensed asbestos removalist for licensed asbestos removal work which must include:</p> <ul style="list-style-type: none"> <li>• details of how the asbestos removal will be carried out, including the method to be used and the tools, equipment and personal protective equipment to be used; and</li> </ul> <p>details of the asbestos to be removed, including location, type and condition of the asbestos.</p>
<b>Asbestos Removal Work</b>	<p>Work involving the removal of asbestos or asbestos containing material.</p> <p>Class A asbestos removal work or Class B asbestos removal work as outlined in Part 8.10 of the Queensland Work Health and Safety Regulation 2011.</p>
<b>Asbestos waste</b>	Asbestos or asbestos containing material removed, and disposable items used during asbestos removal work including plastic sheeting and disposable tools.
<b>Class A Asbestos Removal Licence</b>	<p>Can remove any amount or quantity of asbestos or ACM, including:</p> <ul style="list-style-type: none"> <li>• any amount of friable asbestos or ACM;</li> <li>• any amount of ACD; and</li> </ul> <p>any amount of non-friable asbestos or ACM.</p>



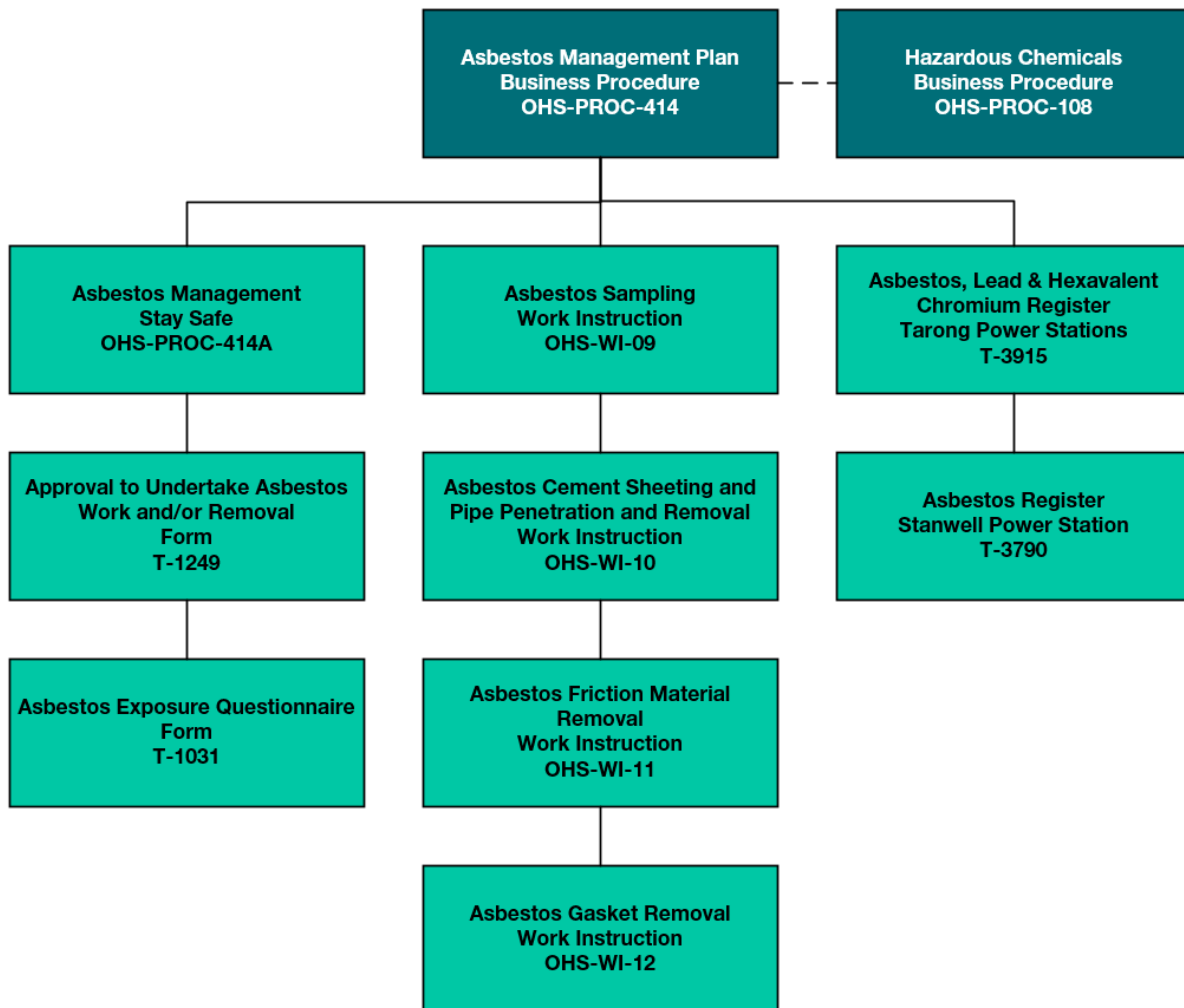
<b>Word / Abbreviation</b>	<b>Definition</b>
<b>Class B Asbestos Removal Licence</b>	<p>Can remove:</p> <ul style="list-style-type: none"> <li>Any amount of non-friable asbestos or ACM. (Note: A Class B licence is required for removal of more than 10 m<sup>2</sup> of non-friable asbestos or ACM but the licence holder can also remove up to 10 m<sup>2</sup> of non-friable asbestos or ACM).</li> <li>ACD associated with the removal of non-friable asbestos or ACM. (Note: A Class B licence is required for removal of ACD associated with the removal of more than 10 m<sup>2</sup> of non-friable asbestos or ACM but the licence holder can also remove ACD associated with removal of up to 10m<sup>2</sup> of non-friable asbestos or ACM).</li> </ul>
<b>Contaminated Land Register</b>	Listed contaminated land where it is necessary to take action to remediate the land to prevent serious environmental harm
<b>Environmental Management Register</b>	Land listed due to certain types of activities (known as notifiable activities) have been, or are being, carried out on the land, or if the land is contaminated land. Contaminated land is land which is affected by a hazardous contaminant.
<b>Exposure standard</b>	<p>For asbestos is a respirable fibre level of 0.1 fibres/mL of air measured in a person's breathing zone and expressed as a time-weighted average fibre concentration calculated over an eight-hour working day and measured over a minimum period of four hours in accordance with:</p> <ul style="list-style-type: none"> <li>the Membrane Filter Method</li> </ul> <p>a method determined by the relevant regulator.</p>
<b>Friable asbestos</b>	Material that is in a powder form or that can be crumbled, pulverised, or reduced to a powder by hand pressure when dry, and contains asbestos. This may include ACM that have been subjected to conditions that leave them in a crumbled or powdery state due to weathering or physical damage.
<b>Licensed Asbestos Removalist</b>	A person conducting a business or undertaking who is licensed under the Queensland Work Health and Safety Regulation 2011 to carry out Class A or B asbestos removal work.
<b>Minor Contamination</b>	Stanwell has defined 'minor contamination' as less than one square metre of ACD.
<b>Non-friable asbestos</b>	Material containing asbestos that is not friable asbestos, including material containing asbestos fibres reinforced with a bonding compound. There may be various combinations of both asbestos and non-asbestos fibres tightly bound into a cementitious or resinous matrix. Various materials include asbestos cement sheets, pipes, vinyl tiles, crane and lift brake pads, boxes, insulating boards and gaskets.
<b>Respirable asbestos</b>	<p>An asbestos fibre that:</p> <ul style="list-style-type: none"> <li>is less than 3 microns (µm) wide;</li> <li>is more than 5 microns (µm) long; and</li> </ul> <p>has a length to width ratio of more than 3:1.</p>

## 7.0 Revision History

Rev. No.	Rev. Date	Revision Description	Author	Endorse/Check	Approved By
0	10.03.2016	Document issued	Jan Fullard	Michael Joy / Trevor Hooper	Ian Gilbar
1	07.03.2018	Document updated to align wording with relevant legislation	Jan Fullard	Owen Bevan	Michael Joy
2	15.09.2020	Note added to section 4.1.1 – At Tarong Power Station site, any fibrous sheeting is to be treated as asbestos unless confirmed not to contain asbestos.	Jason Paull	Kriss Ussher	Michael Joy
	09.06.2023	<b>Review Due Date Extended:</b> <i>Document review due date extended from 07.03.2023 to 30.10.2023 as document to be updated after the audit is completed in April that will help determine system gaps. With actions implemented and available resources, October 30 would be a more suitable date. Refer email request 23/65494.</i>	Requested by Carl Rothman.  Actioned by Shannon Scott.		
3	13.08.2024	Scheduled periodic review. On agreement with site HSE Managers, this document now serves as the Stanwell Asbestos Management Plan. Information added on likelihood of exposure, clarification on when an asbestos removal control plan is required, requirements for licensed asbestos removal work, Stanwell training requirements for asbestos-related work and personal decontamination.	Jayde Smith	Carl Rothman	Kriss Ussher

## 8.0 Appendices

### 8.1 Appendix A: Asbestos Management Document Flowchart



## 8.2 Appendix B: Personal Decontamination Process

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**Never leave the asbestos removal work area until decontamination is complete.**

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- Remove any visible asbestos dust/residue from protective clothing using a HEPA filtered H-Class industrial vacuum cleaner or wiping down with damp rags or wet wipes. Warning: do not reuse or resoak damp rags or wet wipes.

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  - Carefully remove disposable protective clothing and place into bags (RPE must still be worn).

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  - Place rags and cloths into heavy duty polyethylene asbestos disposal bags (minimum 200 µm thickness).

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  - Take disposable coveralls off and place into disposal bags (RPE must still be worn).

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  - Use damp rags or wet wipes to wipe down safety footwear and place rags or wet wipes into asbestos disposal bag.

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  - Seal all asbestos disposal bags with adhesive (cloth or duct) tape and place each into a second asbestos disposal bag (double bagging).

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  - Seal this second asbestos disposal bag and ensure it is labelled/marked as 'Asbestos Waste'.

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  - Use damp rags or wet wipes to wipe external surfaces of the asbestos disposal bags to remove any dust before they are removed from the asbestos removal work area.

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  - Remove non-disposable PPE and place in container labelled as containing asbestos.

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  - Remove RPE and double bag, seal with adhesive (cloth or duct) tape and ensure it is labelled/marked as 'Asbestos Waste'.

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  - Ensure the outside of each bag is decontaminated by using a damp rag or wet wipes.

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  - Place the damp rag or wet wipes into asbestos disposal bags.

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  - Dispose of asbestos waste at the appropriate waste facility as soon as practicable.
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Source: *How to safely remove asbestos Code of Practice 2020 (Qld)*.