

## Asbestos Policy

### 1. Purpose

Inala Community House (ICH) is dedicated to ensuring the health and safety of persons present on ICH premises. Asbestos poses a significant health and safety risk due to the danger of inhalation of asbestos dust. Exposure to this can cause lung damage and cancer. There are stringent requirements relating to asbestos management and removal. ICH will seek to comply with all workplace health and safety legislation, regulation and codes of practice.

### 2. Scope

This policy shall apply to all persons present at the workplace. This includes Board members, staff, contractors, students, trainees and volunteers.

For the purposes of this policy, these persons shall be referred to as workers.

### 3. Policy

Asbestos was a commonly used component in buildings constructed prior to 1990. It is a naturally occurring mineral which has been found to have several health risks.

ICH has multiple sites which are both leased and owned:

- For all ICH owned properties, ICH will maintain an asbestos register and management plan. These shall be reviewed every 5 years.
- For leased sites, ICH deems that all sites have asbestos present except where current asbestos registers and management plans have been provided.

A summary of the sites is below:

Site	Status	Asbestos Register and Management Plan
38 Sittella Street, Inala	Leased	Provided
35 Sittella Street, Inala	Leased	Deemed (upon advice from lessor)
39 Sittella Street, Inala	Owned	Provided
6 Teal Street, Inala	Owned	Provided
20 Skylark Street, Inala	Leased	Deemed (upon advice from lessor)
Cnr Robinia and Japonica Streets, Inala	Leased	Provided
29 Chardean Street, Acacia Ridge	Leased	Deemed (upon advice from lessor)
12 Moffat Street	Owned	N/A – Vacant Land

ICH has processes in place to address the risk of asbestos in the workplace. Processes relate to areas such as:

- Risk management relating to asbestos documented within the ICH Risk Register
- Review and updates of the Register and Management Plan
- Licencing requirements for contractors working with asbestos
- Induction and training
- Prohibiting works/tasks that may disturb asbestos containing materials (e.g. walls, soffits) without approval. This includes any form of damage however minor (e.g. putting something up on the wall with a nail, screw or pushpin)
- Emergency procedures
- Reporting obligations of workers and contractors for:
  - Works which may disturb asbestos or will be in close proximity to asbestos
  - Suspected asbestos
  - Any deterioration, residual or damaged Asbestos Containing Materials (or suspected ACMs)
  - Disturbance of asbestos
- Removal of asbestos only with approval and using appropriate contractors

### 3.1 Responsibilities

The Board and CEO will:

- Ensure that there are appropriate systems in place regarding appropriate asbestos management

Workers will:

- Not do any tasks that involve disturbing walls, soffits or any other thing that may contain asbestos unless it has been pre-approved
- Report any damage to the building to the Manager and Reception as soon as possible

## 4. Review

This policy shall be reviewed every 2 years.

This policy remains in effect unless determined by resolution of the Board of Directors.

## 5. Related Documents

### Policies

ICH Risk Management Policy

ICH Workplace Health and Safety Policy

### References

Work Health and Safety Act 2011

Safe Work Australia Code of Practice 2011 – How to Manage and Control Asbestos in the Workplace