VICTORIAN SCHOOL BUILDING AUTHORITY

DIVISION 5 ASBESTOS-CONTAINING MATERIALS ASSESSMENT

The asbestos register in this Assessment Report may not be a complete list of asbestos items on the school site. This report only includes asbestos items in reasonably accessible areas of the nominated buildings that have been identified to contain asbestos by visual observations or NATA Accredited Sample Analysis. It should be noted that areas with limited or no access were encountered during the Assessment. Before undertaking any destructive building works within an area, a Division 6 Hazardous Material Assessment (controlled intrusive works)' intrusive assessment must be carried out to evaluate the presence of asbestos.

www.schoolbuildings.vic.gov.au

Drouin West Primary School
535 Main Neerim Road
Drouin West, Victoria

1417-01
FEBRUARY 2023

Report Reference: AsbAudit_S1417_C01_2023
Reassessment Date: February 2028

VICTORIA State Government

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EXECUTIVE SUMMARY

LRM Global Pty Ltd (LRM) was engaged by the Victorian School Building Authority (VSBA) to conduct a Division 5 Asbestos-containing Material Assessment (Assessment) of Drouin West Primary School located at 535 Main Neerim Road, Drouin West, Victoria (the Site).

The objective of this Assessment was to identify and assess the risk posed by asbestos-containing material (ACM) which were considered reasonably accessible during normal occupation of the Site.

The scope of the Assessment included the reasonably accessible internal and external areas of the Site. Reference must be made to **Appendix D: Site Plan(s)** in conjunction with the findings within the report.

The following findings were identified at the time of the Assessment:

DROUIN WEST PRIMARY SCHOOL 535 MAIN NEERIM ROAD DROUIN WEST, VICTORIA	RISK RATING OF ASBESTOS-CONTAINING MATERIALS IDENTIFIED				
	A1	A2	A3	A4	A5
BER Library Learning	-	-	-	-	-
Classrooms & Library	-	-	-	-	-
Community Building [NOE]	-	-	-	✓	-
Cov. Way	-	-	-	-	-
Entry Shelter	-	-	-	-	-
Gazebo	-	-	-	-	-
Multipurpose & Admin	-	-	-	-	-
Relocatable 008145 and 008146	-	-	-	-	-
Shade Sails	-	-	-	-	-
Shed	-	-	-	-	-
Solid Shade	-	-	-	-	-
Steel Shed	-	-	-	-	-
Storage Shed	-	-	-	-	-
External soil surface	-	-	-	-	-

Please refer to **Appendix A: Asbestos-containing Material Register** for further details.

Newly Identified Asbestos-containing Materials

No additional ACM were identified during the Assessment.

It should be noted that the above is a list of additional ACM findings at the Site only which had not been previously identified. This is not a comprehensive list of the ACM identified at the Site. Please refer to **Appendix A: Asbestos-containing Material Register** for a full list of ACM identified at the Site.

Key Recommendations

The following key recommendations are provided for the management of ACM:

- No visible debris was identified on the soil surface at the time of the Assessment; however, asbestos-containing debris may be unearthed on the soil surface as a result of disturbance such as weather and foot traffic. If visible asbestos-containing debris is observed, access to the area should be isolated and the school asbestos-coordinator should contact the make safe hotline as provided by the VSBA.
- Liaise with the VSBA regarding short term management of ACM where applicable.
- The school asbestos coordinator is required to undertake quarterly visual inspections to assess the condition of the ACM identified in this report as per VSBA procedures.
- If deterioration of ACM identified within this report is observed, or suspected ACM is found that had not been previously identified in this report, then a school representative should contact the relevant Make Safe hotline (1300 133 468) as provided by the VSBA.

- In accordance with the Victorian *Occupational Health and Safety Regulations 2017* (OHS Regulations 2017), a Division 6 Hazardous Materials Assessment (controlled intrusive works) should be undertaken prior to any demolition or refurbishment works. Any ACM identified within this report should be removed prior to the commencement of any works that may cause disturbance - as per Compliance Code: *Demolition, December 2019*
- If the school is commissioning asbestos removal works, the following VSBA procedures must be followed:
  - No asbestos removal/ remediation works can be undertaken while the school is occupied; this includes staff, students, after school programs or when events are held at the school. Therefore, asbestos works must be conducted outside of normal school hours;
  - Only Class A licensed asbestos removal contractors can undertake the asbestos removal works;
  - Airborne asbestos monitoring must be undertaken by an occupational hygienist as part of the works, with a formal clearance issued at the conclusion of the works; and
  - Clearance Certificate must be obtained from an occupational hygienist following the asbestos works.

Portable Items

Fixed or installed assumed asbestos-containing materials within portable items, including kilns and safes, are considered to be a low risk item due to the ACM being enclosed (inaccessible) within the structure of the item. However, contractors/ maintenance personnel should avoid undertaking tasks which may damage the integrity of the items' structure (i.e. cutting, drilling) which would disturb the assumed ACM within the item.

A number of other recommendations were made in the body of this report which address the ongoing management of ACM at the Site.

This executive summary must be read in conjunction with this entire report.

Introduction

LRM Global Pty Ltd (LRM) was engaged by the Victorian School Building Authority (VSBA) to conduct a Division 5 Asbestos-containing Material Assessment (Assessment) at Drouin West Primary School located at 535 Main Neerim Road, Drouin West, Victoria (the Site). LRM conducted the Assessment on the 08th of February 2023 at the request of the VSBA.

Objective

The objective of this Assessment was to identify and assess the risk posed by asbestos-containing material (ACM) which were considered reasonably accessible during normal occupation of the Site.

Scope of Works

The areas assessed included the reasonably accessible internal and external areas of the Site and the soil surface of the grounds. The buildings included in this Assessment are as follows:

- BER Library Learning;
- Classrooms & Library;
- Community Building [NOE];
- Cov. Way;
- Entry Shelter ;
- Gazebo;
- Multipurpose & Admin;
- Relocatable 008145 and 008146;
- Shade Sails;
- Shed;
- Solid Shade;
- Steel Shed; and
- Storage Shed.

Refer to **Appendix D: Site Plan(s)** for further details of areas that have been inspected as part of the Assessment.

Unless otherwise stated, LRM limited its Assessment to the structure of the nominated buildings and the surface soil/grounds in the reasonably accessible areas of the Site. A Site walkover was undertaken as per the VSBA requirements. It should be noted that the walkover was limited to the reasonably accessible soil surface areas within the boundary of the Site at the time of the Assessment, and does not include areas that could not be accessed due to parked machinery, cars or other obstructions.

The methodology for assessing the ACM at the Site is outlined in **Appendix H: Methodology.**

Legislation

The Assessment has been conducted in general accordance with the following documents:

- The *Occupational Health and Safety Act 2004;*
- The Victorian *Occupational Health and Safety Regulations 2017*; *and*
- *WorkSafe Victoria Compliance Code Managing Asbestos in Workplaces, December 2019.*

Data Review Findings

Findings from the Assessment are listed in the sections below.

DOCUMENT REVIEW

As part of this Assessment, LRM requested copies of previous documentation pertaining to ACM at the Site. The VSBA made available to LRM a previous Asbestos Assessment report that had been carried out by Coffey Environments Australia Pty Ltd, dated October 2018. The report (reference *754-MELEN215508_R01_DrouinWest_PS*), is understood to be the most recent report for the Site.

The following ACM identified in the aforementioned Division 5 Report have been removed. Clearance documentation detailing the asbestos removal works have been provided by the Site contact (Refer to **Appendix J: Clearance Documentation**):

- Internal insulation to kiln in Studio 96 within Classrooms & Library.

INTERVIEW WITH SITE CONTACT

The Site contact had no concerns regarding any asbestos at the school.

Assessment Findings

The findings of this Assessment are presented in tabulated format in **Appendix A: Asbestos-Containing Materials Register** and the specific locations are outlined in **Appendix D: Site Plan(s)** of this Assessment report. ACM that have been photographed are depicted within the aforementioned register in **Appendix C: Photographs**. The sample results are outlined in **Appendix E: NATA Endorsed Laboratory Sample Analysis Report(s) and Appendix I: Referred Analytical Reports.** The ACM have been risk rated based on the two (2) risk matrixes outlined in **Appendix F and G.**

NEWLY IDENTIFIED ASBESTOS-CONTAINING MATERIALS

These findings are in addition to previous findings identified within the previous Asbestos Assessment report. New findings may be identified following works that have taken place at the Site when items or materials have been removed, or when previously inaccessible areas have since become accessible. Additionally, the updated OHS Regulations 2017 now states that non-fixed or installed items, such as safes, filing cabinets and soil surface debris, must be identified as part of the Division 5 Register. As such, additional ACM will need to be included in your quarterly inspections.

No additional ACM were identified during the Assessment.

Please refer to **Appendix A: Asbestos-Containing Materials Register** for a full list of ACM identified at the Site.

Ongoing Management

Based on the findings of this Assessment, it is recommended that the following measures be adopted as part of the management of the assessed materials at the Site, where applicable.

- No visible debris was identified on the soil surface at the time of the Assessment; however, asbestos-containing debris may be unearthed on the soil surface as a result of disturbance such as weather and foot traffic. If visible asbestos-containing debris is observed, access to the area should be isolated and the school asbestos-coordinator should contact the Make Safe hotline (1300 133 468) - as provided by the VSBA.
- Liaise with the VSBA regarding short term management of asbestos-containing materials where applicable, as outlined in the Action Plan provided to the VSBA.
- The school asbestos coordinator is required to undertake quarterly visual inspections to assess the condition of the ACM identified in this report, as per VSBA procedures.
- If deterioration of ACM identified within this report is observed, or a suspected ACM is found that had not been previously identified in this report, then a school representative should contact the relevant Make Safe hotline (1300 133 468) as provided by the VSBA.
- In accordance with the OHS Regulations 2017, a Division 6 Hazardous Materials Assessment (controlled intrusive works) should be undertaken prior to any demolition or refurbishment works. Any ACM identified within this report should be removed prior to the commencement of any works that may cause disturbance - as per Compliance code: *Demolition, December 2019*.
- If the school is commissioning asbestos removal works, the following VSBA procedures must be followed:
  - No asbestos removal/ remediation works can be undertaken while the school is occupied; this includes staff, students, after school programs or when events are held at the school. Therefore, asbestos works must be conducted outside of normal school hours;
  - Only Class A licensed asbestos removal contractors can undertake the asbestos works;
  - Air monitoring must be undertaken by an occupational hygienist as part of the works, with a formal clearance issued at the conclusion of the works; and
  - Clearance Certificate must be obtained from an occupational hygienist following the asbestos works.

Portable Items

Fixed or installed assumed asbestos-containing materials within portable items, including kilns and safes, are considered to be a low risk item due to the ACM being enclosed (inaccessible) within the structure of the item. However, contractors/ maintenance personnel should avoid undertaking tasks which may damage the integrity of the items' structure (i.e. cutting, drilling) which would disturb the assumed ACM within the item.

APPENDIX A: ASBESTOS-CONTAINING MATERIAL REGISTER

Asbestos Materials Register

Accredited for compliance with ISO/IEC 17020. NATA accredited inspection body 2220.

Surveyor: Yufei Sun	**Survey Type:** Standard Asbestos Sampling Survey	**Date of Survey:** 08/02/2023
Site Contact: Kelly Halliday	**Site / Location:** Drouin West Primary School, 535 Main Neerim Road, Drouin West, Victoria	**Review Date:** 08/02/2028

Hazard Group	Description	Location	Photograph No.	Sample Number	Approx. Quantity	Asbestos Fibre Type	Surface Treatment	Product Type	Condition	Likelihood of Disturbance	Risk Score	Action Rating	Risk Rating Matrix	Comments
ASBESTOS CONTAINING MATERIALS														
Community Building [NOE]														
ACM	Mastic to windows	External	1	58550-2 and refer FD7549	110 lm	1	0	1	1	1	4	A4	Fixed	Encapsulation recommended.
No access was gained within and behind walls, floors, subfloors, tiles, urinals, cavities, ceiling voids, plant/machinery, live electrics or to heights above 3m. Limited access below floor coverings, behind wall coverings and where large amounts of stored units were present. These areas may require further investigation.														
NO ASBESTOS DETECTED														
Classrooms & Library														
NAD	Cement sheet eaves	External	2	58550-1		0	-	0	-	-	-			Northeast side of Art Craft 96.
No access was gained within and behind walls, floors, subfloors, tiles, urinals, cavities, ceiling voids, plant/machinery, live electrics or to heights above 3m. Limited access below floor coverings, behind wall coverings and where large amounts of stored items were present. These areas may require further investigation.														
Community Building [NOE]														
NAD	Cement sheet ceiling	Multipurpose Area 129	3	58550-3		0	-	0	-	-	-			
NAD	Cement sheet eaves	External	4	58550-4		0	-	0	-	-	-			South side of Multipurpose Area 129.
No access was gained within and behind walls, floors, subfloors, tiles, urinals, cavities, ceiling voids, plant/machinery, live electrics or to heights above 3m. Limited access below floor coverings, behind wall coverings and where large amounts of stored items were present. These areas may require further investigation.														
Multipurpose & Admin														
NAD	Cement sheet wall	Kitchen 87	5	58550-6		0	-	0	-	-	-			West side.
NAD	Adhesive behind kitchen splashback	Kitchen 87	6	58550-7		0	-	0	-	-	-			West side.
NAD	Cement sheet wall	External	7	58550-8		0	-	0	-	-	-			North side of Kitchen 87.
No access was gained within and behind walls, floors, subfloors, tiles, urinals, cavities, ceiling voids, plant/machinery, live electrics or to heights above 3m. Limited access below floor coverings, behind wall coverings and where large amounts of stored items were present. These areas may require further investigation.														
Relocatable 008145														
NAD	Cement sheet floor	External	8	58550-5		0	-	0	-	-	-			To the Ext Ramp.
No access was gained within and behind walls, floors, subfloors, tiles, urinals, cavities, ceiling voids, plant/machinery, live electrics or to heights above 3m. Limited access below floor coverings, behind wall coverings and where large amounts of stored items were present. These areas may require further investigation.														

BER Library Learning	
NAD	No asbestos was detected or suspected within BER Library Learning during the survey.
No access was gained within and behind walls, floors, subfloors, tiles, urinals, cavities, ceiling voids, plant/machinery, live electrics or to heights above 3m. Limited access below floor coverings, behind wall coverings and where large amounts of stored items were present. These areas may require further investigation.	
Cov. Way	
NAD	No asbestos was detected or suspected within Cov. Way during the survey.
No access was gained within and behind walls, floors, subfloors, tiles, urinals, cavities, ceiling voids, plant/machinery, live electrics or to heights above 3m. Limited access below floor coverings, behind wall coverings and where large amounts of stored items were present. These areas may require further investigation.	
Entry Shelter	
NAD	No asbestos was detected or suspected within Entry Shelter during the survey.
No access was gained within and behind walls, floors, subfloors, tiles, urinals, cavities, ceiling voids, plant/machinery, live electrics or to heights above 3m. Limited access below floor coverings, behind wall coverings and where large amounts of stored items were present. These areas may require further investigation.	
Gazebo	
NAD	No asbestos was detected or suspected within Gazebo during the survey.
No access was gained within and behind walls, floors, subfloors, tiles, urinals, cavities, ceiling voids, plant/machinery, live electrics or to heights above 3m. Limited access below floor coverings, behind wall coverings and where large amounts of stored items were present. These areas may require further investigation.	
Relocatable 008146	
NAD	No asbestos was detected or suspected within Relocatable 008146 during the survey.
No access was gained within and behind walls, floors, subfloors, tiles, urinals, cavities, ceiling voids, plant/machinery, live electrics or to heights above 3m. Limited access below floor coverings, behind wall coverings and where large amounts of stored items were present. These areas may require further investigation.	
Shade Sails	
NAD	No asbestos was detected or suspected within Shade Sails during the survey.
No access was gained within and behind walls, floors, subfloors, tiles, urinals, cavities, ceiling voids, plant/machinery, live electrics or to heights above 3m. Limited access below floor coverings, behind wall coverings and where large amounts of stored items were present. These areas may require further investigation.	
Shed	
NAD	No asbestos was detected or suspected within Shed during the survey.
No access was gained within and behind walls, floors, subfloors, tiles, urinals, cavities, ceiling voids, plant/machinery, live electrics or to heights above 3m. Limited access below floor coverings, behind wall coverings and where large amounts of stored items were present. These areas may require further investigation.	
Solid Shade	
NAD	No asbestos was detected or suspected within Solid Shade during the survey.
No access was gained within and behind walls, floors, subfloors, tiles, urinals, cavities, ceiling voids, plant/machinery, live electrics or to heights above 3m. Limited access below floor coverings, behind wall coverings and where large amounts of stored items were present. These areas may require further investigation.	

Steel Shed	
NAD	No asbestos was detected or suspected within Steel Shed during the survey.
No access was gained within and behind walls, floors, subfloors, tiles, urinals, cavities, ceiling voids, plant/machinery, live electrics or to heights above 3m. Limited access below floor coverings, behind wall coverings and where large amounts of stored items were present. These areas may require further investigation.	
Storage Shed	
NAD	No asbestos was detected or suspected within Storage Shed during the survey.
No access was gained within and behind walls, floors, subfloors, tiles, urinals, cavities, ceiling voids, plant/machinery, live electrics or to heights above 3m. Limited access below floor coverings, behind wall coverings and where large amounts of stored items were present. These areas may require further investigation.	
External Soil Surface	
NAD	No asbestos was detected or suspected within soil surface during the survey.
No access was gained below the surface of the school grounds during the Assessment. These areas may require further investigation.	

APPENDIX B: NON-ACCESSIBLE AREAS

Non-accessible areas

Non-accessible areas are excluded from surveying due to inaccessibility and restricted access areas present within the site. Compliance surveys are essentially non-destructive, and this type of survey does not extend to searching for concealed ACM within the structural fabric of the building, in cavity walls, within concrete encased structural beams, below floorboards, behind ACM, above solid plaster ceilings or any other locations which, to access, would cause damage to fixtures, fittings, carpets, floor coverings or decorative finishes.

APPENDIX C: PHOTOGRAPHS

Photo 1 Community Building [NOE], External, mastic to windows (**58550-2 and refer FD7549**) – **Asbestos detected**

Photo 2 Classroom & Library, External (Northeast side of Art Craft 96), cement sheet eaves (**58550-1**) – **No Asbestos detected**

Photo 3 Community Building [NOE], Multipurpose Area 129, cement sheet ceiling (**58550-3**) – **No Asbestos detected**

Photo 4 Community Building [NOE], External (South side of Multipurpose Area 129), cement sheet eaves (**58550-4**) – **No Asbestos detected**

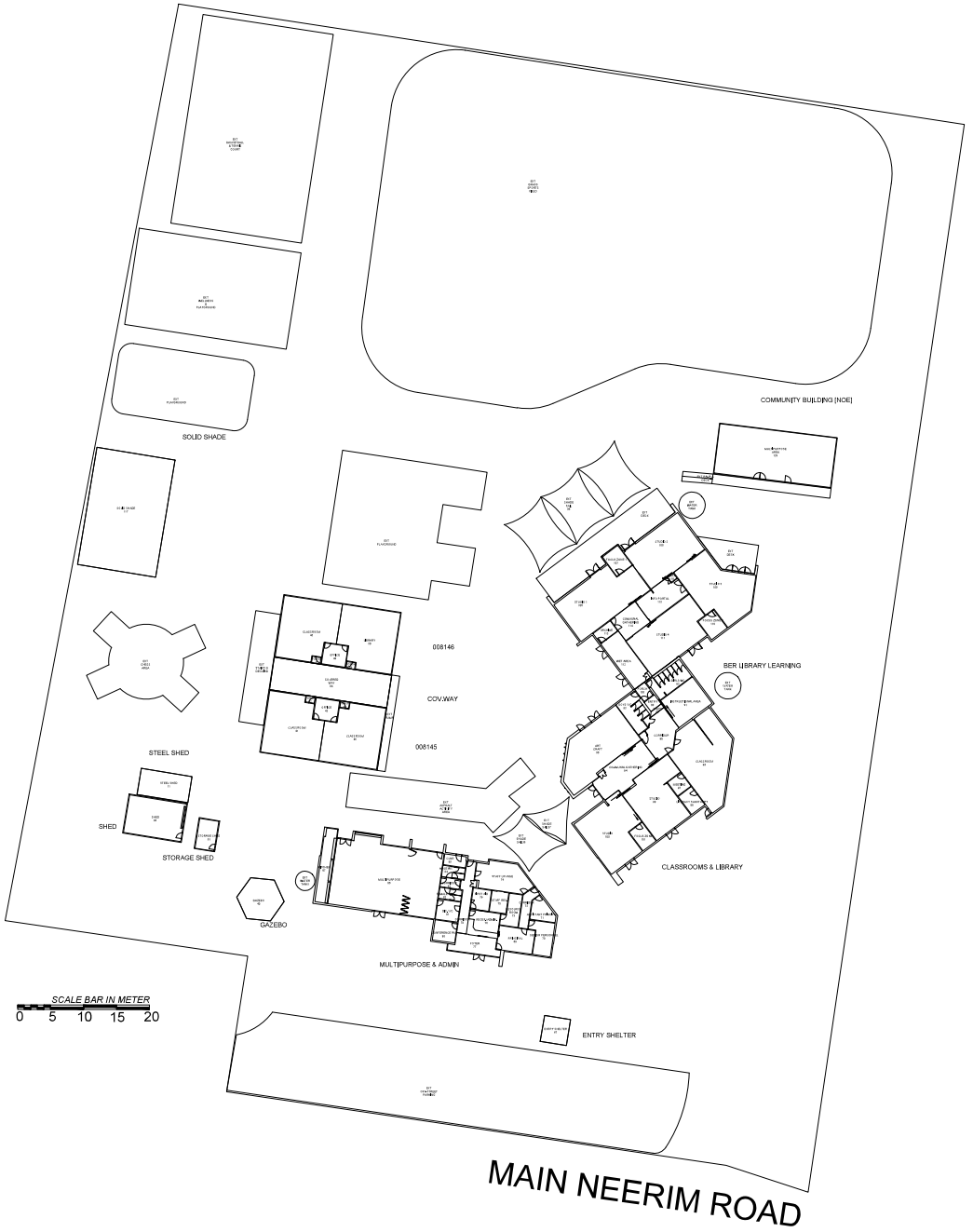
Photo 5 Multipurpose & Admin, Kitchen 87 (West side), cement sheet wall (**58550-6**) – **No Asbestos detected**

Photo 6 Multipurpose & Admin, Kitchen 87 (West side), adhesive behind kitchen splashback (**58550-7**) – **No Asbestos detected**

	Photo 7 Multipurpose & Admin, External (North side of Kitchen 87), cement sheet wall (**58550-8**) – **No Asbestos detected**		**Photo 8** Relocatable 008145, External (To the Ext Ramp, cement sheet floor (**58550-5**) – **No Asbestos detected**

APPENDIX D: SITE PLAN

	Asbestos detected to ceiling
	Asbestos detected to floor
	Asbestos detected to eaves/fascia
	Asbestos detected to wall
	Asbestos detected to lower wall
	Asbestos detected to mastic wall expansion joint
	Asbestos detected to mastic windows joint
	Asbestos detected to infill panel
	Asbestos detected
	No Asbestos detected
	Asbestos label location
	Induction label location



VICTORIA State Government | Education and Training

These drawings were prepared by the Department of Education and Training. Any Queries relating to these drawings should be referred to the School Asset Data Team.
Email: sams@education.vic.gov.au

School Asset Drawing | Drawing Name: SITE PLAN | Scale: SEE SCALE BAR

Drouin West Primary School

Drouin West Primary School
535 Main Neerim Road
Drouin West
3818

School No 1417
Campus No: 1
Region no: 73
SOUTH-EASTERN VICTORIA

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THESE DRAWINGS ARE FOR INFORMATION PURPOSES ONLY

20/10/2022

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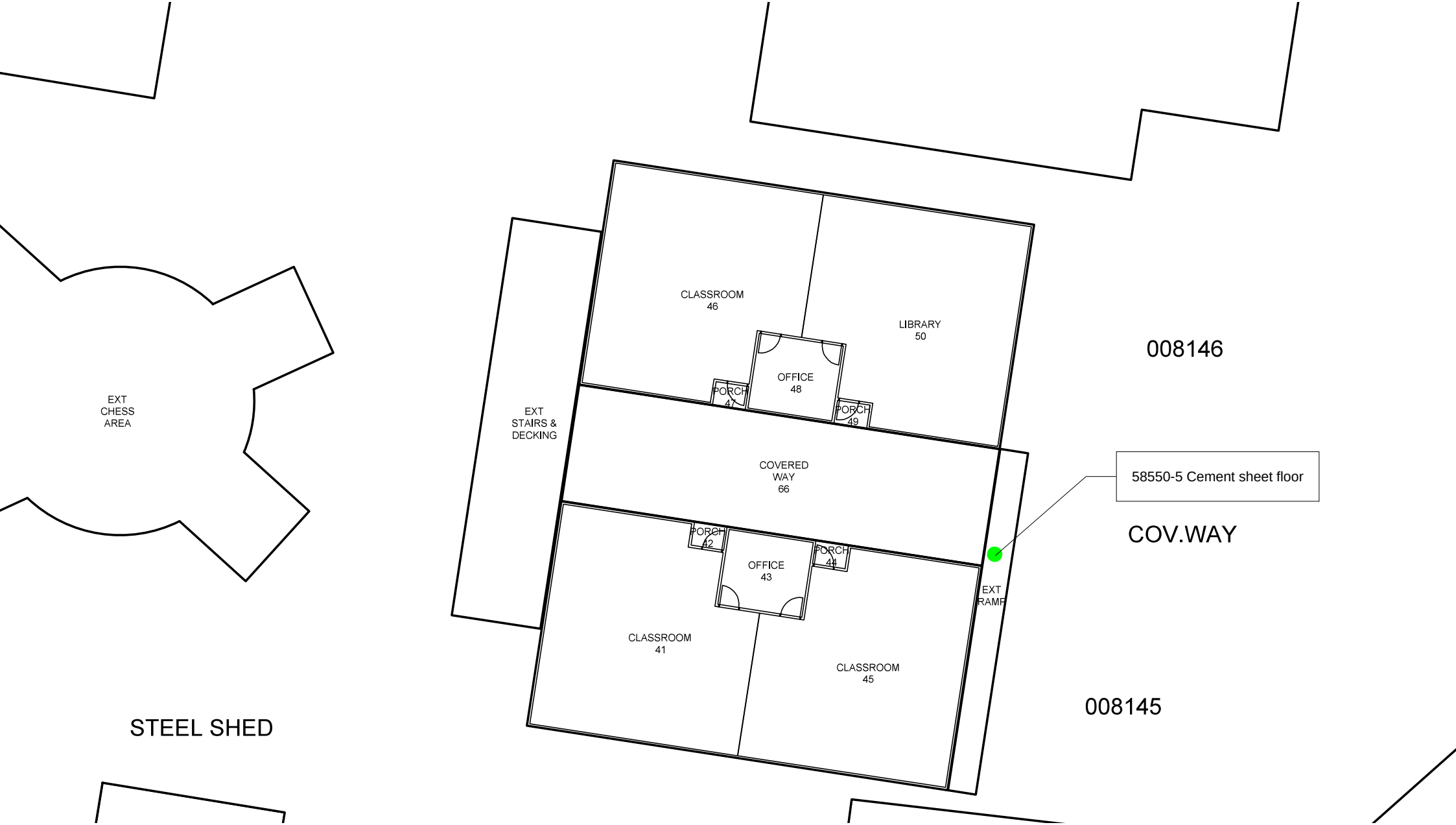
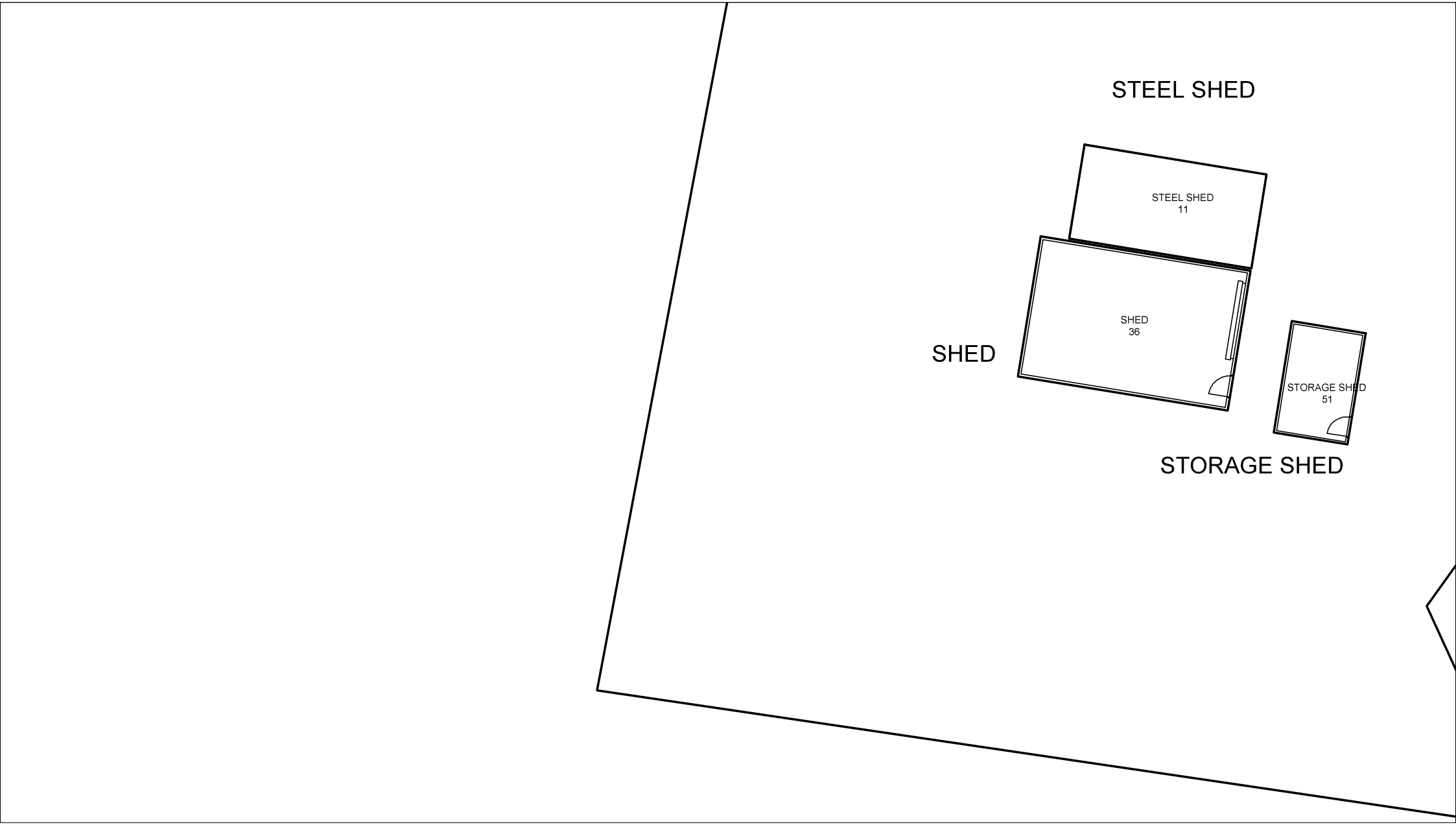
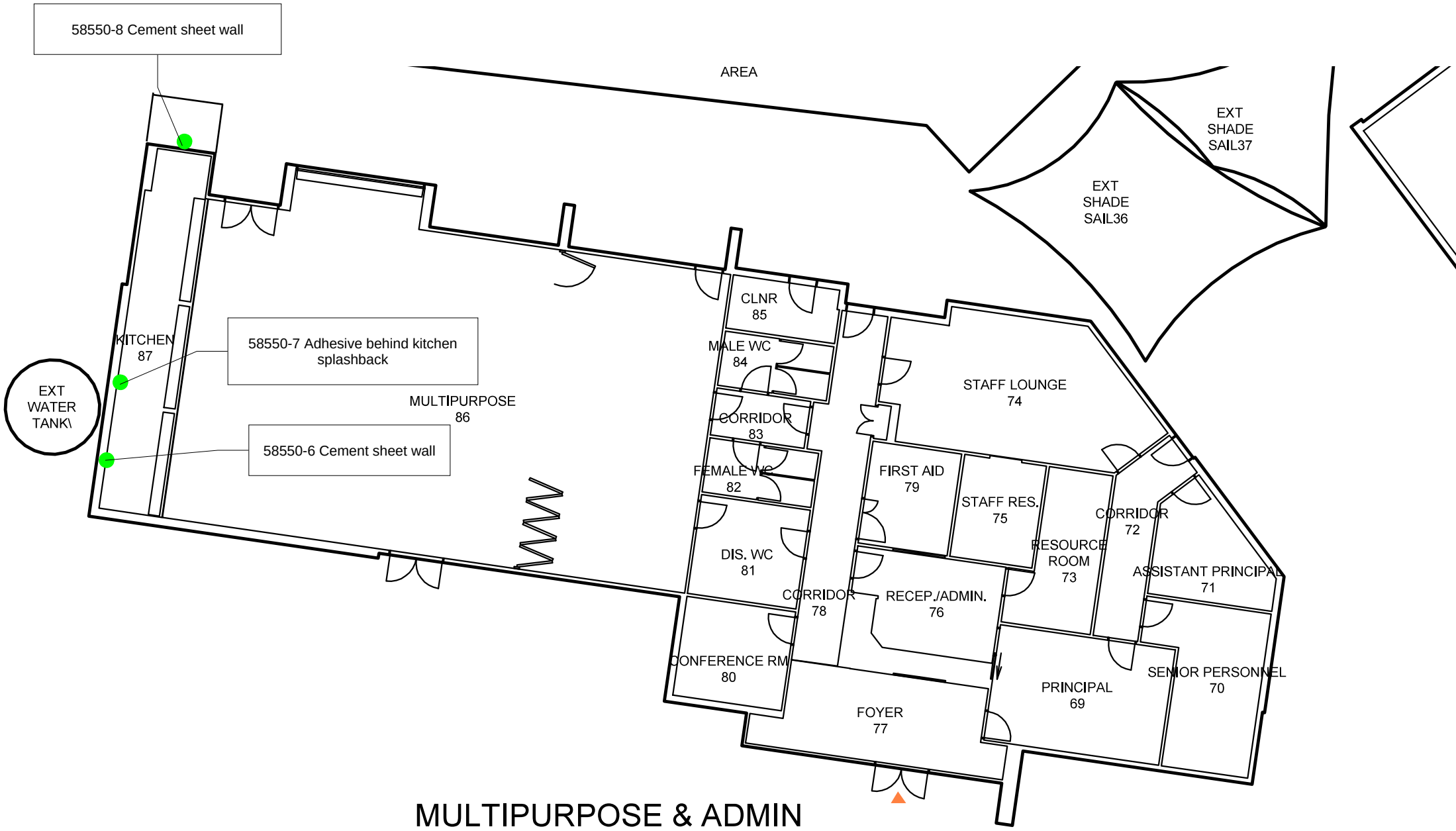
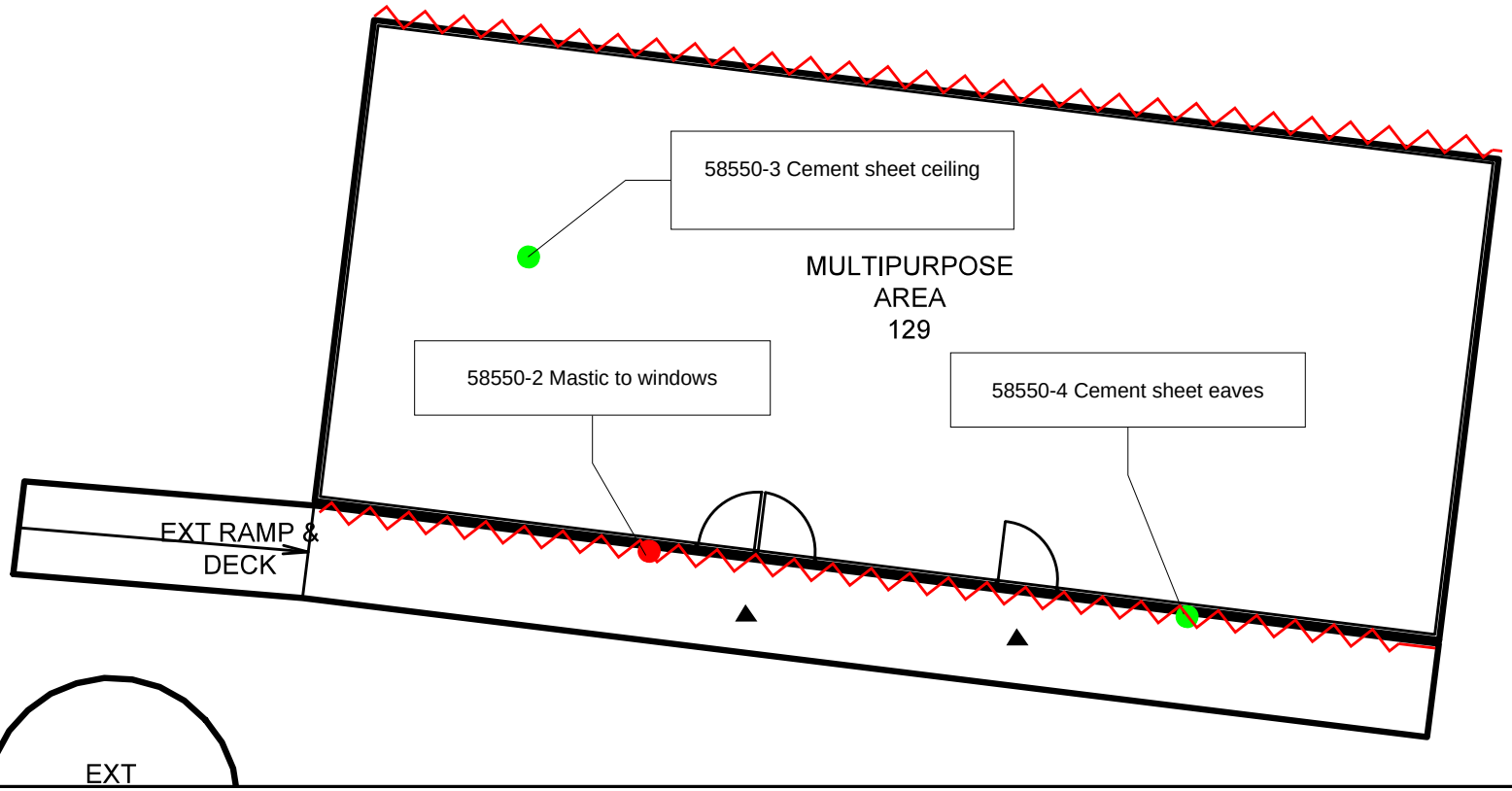

EXT
CHESS
AREA
CLASSROOM
46
LIBRARY
50
OFFICE
48
PORCH
47
PORCH
49
EXT
STAIRS &
DECKING
COVERED
WAY
66
58550-5 Cement sheet floor
COV.WAY
PORCH
42
OFFICE
43
PORCH
44
EXT
RAMP
CLASSROOM
41
CLASSROOM
45
008146
008145
STEEL SHED


STEEL SHED
STEEL SHED
11
SHED
36
SHED
STORAGE SHED
51
STORAGE SHED



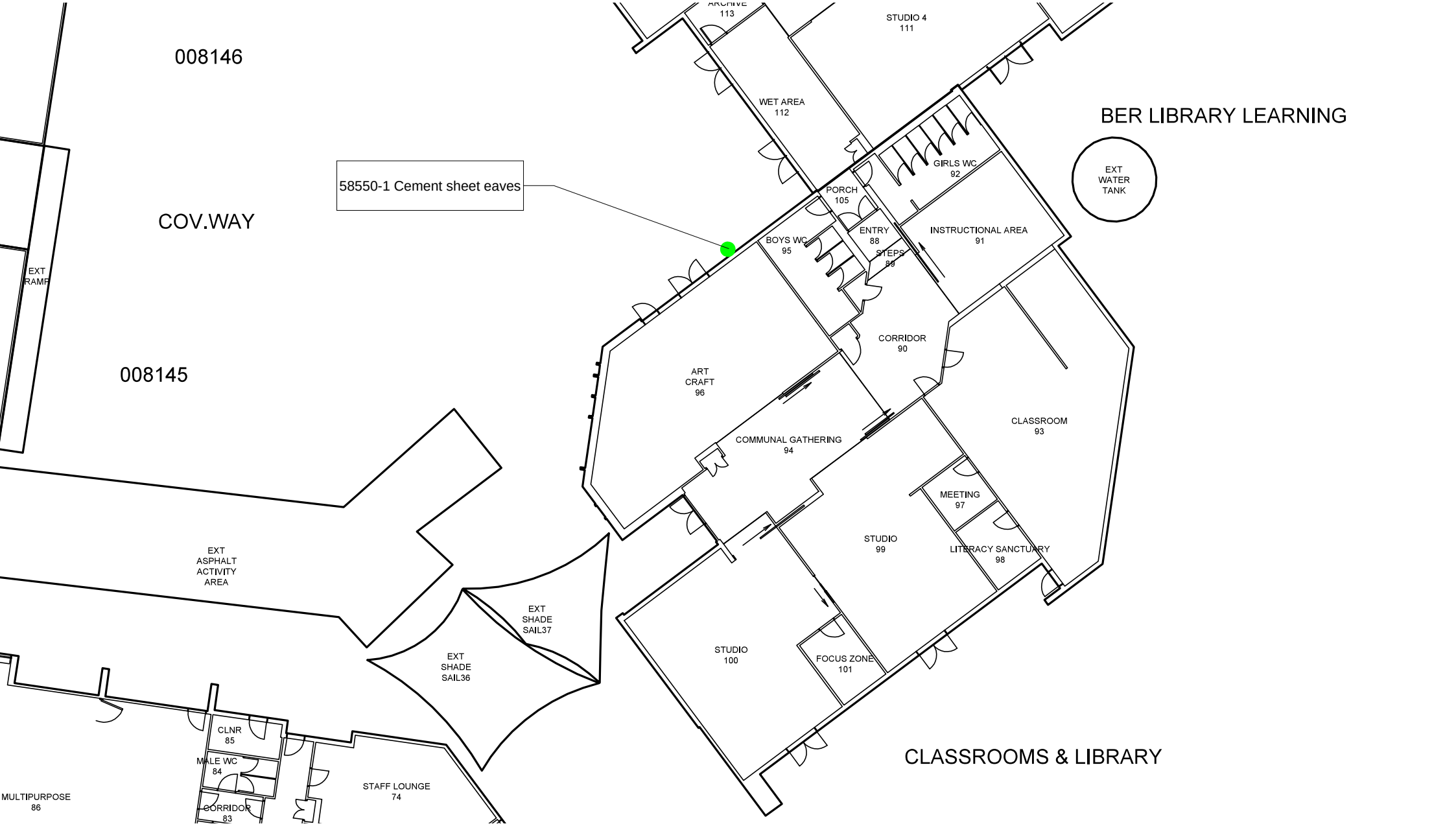
MULTIPURPOSE & ADMIN

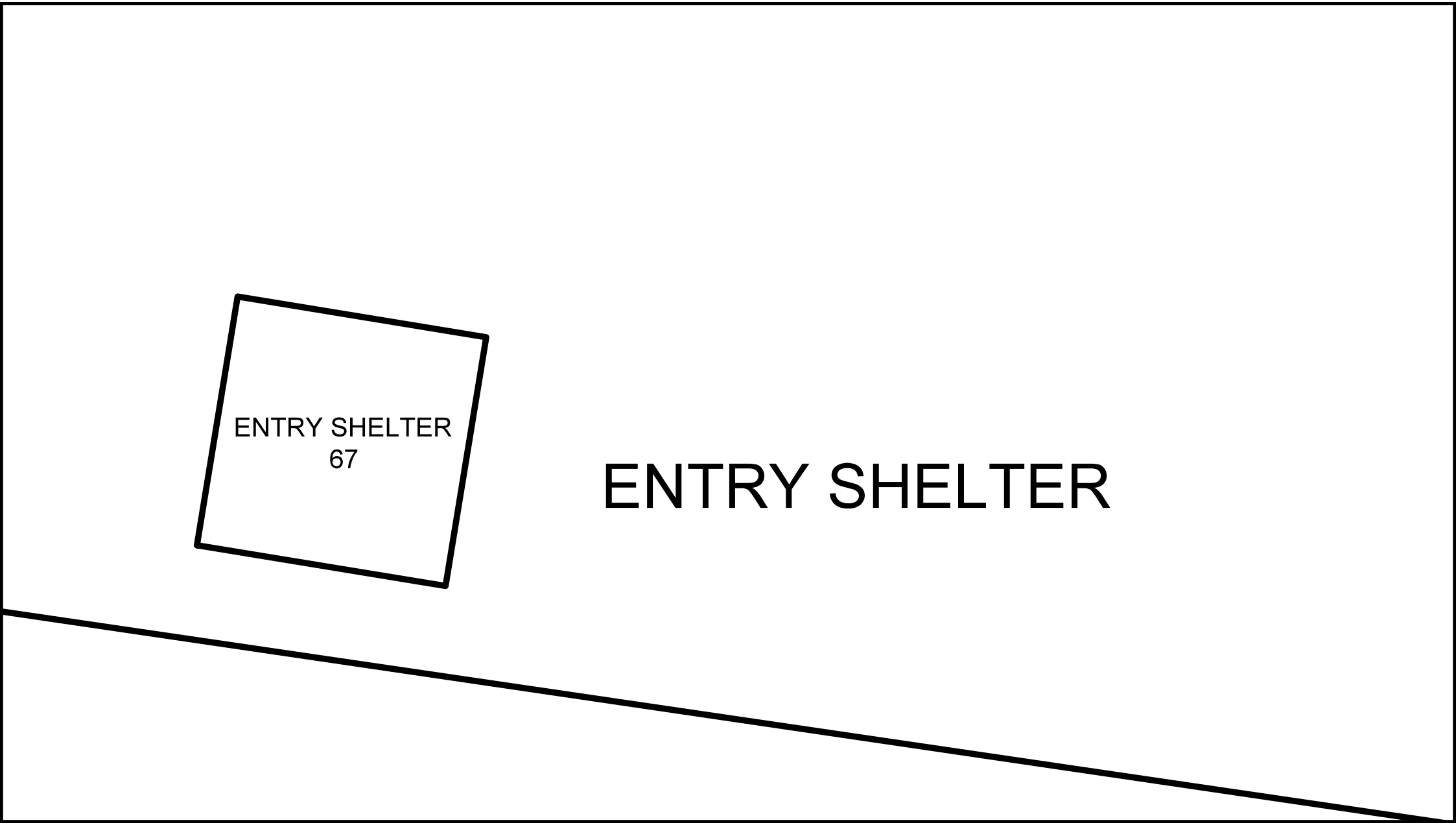
COMMUNITY BUILDING [NOE]



58550-2 Mastic to windows
58550-3 Cement sheet ceiling
58550-4 Cement sheet eaves
MULTIPURPOSE AREA 129
EXT RAMP & DECK
EXT SHADE SAIL 38
EXT WATER TANK
EXT DECK
STUDIO 2 108
FOCUS ZONE 1 107
DATA 116
EXT DECK
STUDIO 3 109
STUDIO 1 106
INFO PORTAL 115
COMMUNAL GATHERING 114
FOCUS ZONE 2 110
ARCHIVE 113
STUDIO 4 111
WET AREA

008146


008146
COV.WAY
008145
58550-1 Cement sheet eaves
EXT RAMP
EXT ASPHALT ACTIVITY AREA
EXT SHADE SAIL37
EXT SHADE SAIL36
ARCHIVE 113
STUDIO 4 111
WET AREA 112
BER LIBRARY LEARNING
EXT WATER TANK
GIRLS WC 92
PORCH 105
ENTRY 88
STEPS 89
BOYS WC 95
INSTRUCTIONAL AREA 91
CORRIDOR 90
ART CRAFT 96
COMMUNAL GATHERING 94
CLASSROOM 93
MEETING 97
STUDIO 99
LITERACY SANCTUARY 98
STUDIO 100
FOCUS ZONE 101
CLASSROOMS & LIBRARY
CLNR 85
MALE WC 84
CORRIDOR 83
STAFF LOUNGE 74
MULTIPURPOSE 86


ENTRY SHELTER
67
ENTRY SHELTER

APPENDIX E: NATA ENDORSED LABORATORY SAMPLE ANALYSIS REPORT

A total of eight (8) samples suspected to contain asbestos were collected and submitted to LRM's NATA accredited laboratory for analysis. In summary, one (1) sample was reported to contain asbestos.

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Web: www.lrmglobal.com.au
Telephone: (03) 9371 3400
ABN: 34 116 540 277

Qualitative Identification of Asbestos in Bulk Samples

Programmed Facility Management P/L
Level 32, Tower 2, 727 Collins Street
Docklands Victoria 3008

Client Ref: 1417-01

Job Number: 58550.000
Batch Number:
Received Date: February 08, 2023
Issue Date: February 15, 2023
Analysed Date: February 10, 2023
No of Samples: 8

Dear Meg Foliente,

This report presents the analytical results of samples collected for asbestos analysis from Drouin West Primary School.

Methodology:
The samples were examined under a Stereo Microscope and selected fibres were analysed by Polarized Light Microscopy in conjunction with Dispersion Staining Method. (**LRM Global ID Method 1**) and AS4964 - 2004

Analytical Results:

Sample No.	Sample Description	Result
58550-1	The sample consisted of fibre cement sheet Location: Classrooms & Library, External (Northeast side of Art Craft 96), eaves Sample Dimensions: 0.8cm X 0.6cm X 0.2cm	No Asbestos Detected Organic Fibre Detected
58550-2	The sample consisted of mastic Location: Community Building [NOE], External, windows Sample Dimensions: 0.8cm X 0.6cm X 0.2cm	Chrysotile Asbestos Detected Organic Fibre Detected
58550-3	The sample consisted of fibre cement sheet Location: Community Building [NOE], Multipurpose Area 129, ceiling Sample Dimensions: 0.8cm X 0.6cm X 0.2cm	No Asbestos Detected Organic Fibre Detected
58550-4	The sample consisted of fibre cement sheet Location: Community Building [NOE], External (South side of Multipurpose Area 129), eaves Sample Dimensions: 0.8cm X 0.6cm X 0.2cm	No Asbestos Detected Organic Fibre Detected
58550-5	The sample consisted of fibre cement sheet Location: Relocatable 008145, External (To the Ext Ramp), floor Sample Dimensions: 0.8cm X 0.6cm X 0.2cm	No Asbestos Detected Organic Fibre Detected
58550-6	The sample consisted of fibre cement sheet Location: Multipurpose & Admin, Kitchen 87 (West side), wall Sample Dimensions: 0.8cm X 0.6cm X 0.2cm	No Asbestos Detected Organic Fibre Detected

58550-7	The sample consisted of adhesive Location: Multipurpose & Admin, Kitchen 87 (West side), behind kitchen splashback Sample Dimensions: 0.8cm X 0.6cm X 0.2cm	No Asbestos Detected Organic Fibre Detected
58550-8	The sample consisted of fibre cement sheet Location: Multipurpose & Admin, External (North side of Kitchen 87), wall Sample Dimensions: 0.8cm X 0.6cm X 0.2cm	No Asbestos Detected Organic Fibre Detected

These results only relate to the samples tested.

Approved Identifier
Thelma Mihalitsis

Report Issued by
Leo Rekkas

NATA
WORLD RECOGNISED
ACCREDITATION
Accreditation No: 15684
Accredited for compliance with ISO/IEC 17025 - Testing.

APPENDIX F: FIXED OR INSTALLED RISK MATRIX AND ACTION RATINGS

ASBESTOS FIBRE TYPE

VARIABLE	SCORE	EXAMPLE OF SCORE VARIABLES
Asbestos Fibre Type	0	No Asbestos
	1	Chrysotile
	2	Amphibole Asbestos (excluding Crocidolite) including UMF, Actinolite, Tremolite and Anthophyllite
	3	Crocidolite

SURFACE TREATMENT

VARIABLE	SCORE	EXAMPLE OF SCORE VARIABLES
Surface Treatment	0	Composite materials, vinyl floor tiles, reinforced plastics, mastics & resins
	1	Enclosed laggings, sprays, low density board with exposed face sealed and cement sheets
	2	Unsealed low density board or encapsulated lagging/spray or cement debris
	3	Unsealed thermal insulation, lagging/spray

PRODUCT TYPE

VARIABLE	SCORE	EXAMPLE OF SCORE VARIABLES
Product Type	0	No asbestos detected
	1	Non-Friable: Composite materials, vinyl floor tiles, reinforced plastics, mastics and resins, cement products, paints/decorative finishes
	2	Friable: Low density board, millboard, asbestos textiles, gaskets, ropes, woven textiles, paper and felts
	3	Friable: Thermal insulation, lagging, sprayed asbestos, asbestos mattresses and packing, loose asbestos

EXTENT OF DAMAGE (CONDITION)

VARIABLE	SCORE	EXAMPLE OF SCORE VARIABLES
Product Condition	0	No visible damage/ no damage present
	1	Few scratches/marks/broken edges etc.
	2	Significant breakage/many areas of damage revealing loose asbestos fibres
	3	High damage/visible debris

LIKELIHOOD OF DISTURBANCE

VARIABLE	SCORE	EXAMPLE OF SCORE VARIABLES
Likelihood of Disturbance	0	Usually inaccessible or unlikely to be disturbed
	1	Occasionally likely to be disturbed
	2	Easily disturbed
	3	Routinely disturbed

RISK SCORE

VARIABLE	SCORE	EXAMPLE OF SCORE VARIABLES
Likelihood of Disturbance	1 – 2	Very Low Risk – Action A5
	3 – 4	Low Risk – Action A4
	5 – 7	Medium Risk – Action A3
	8 – 11	High Risk – Action A2
	12 – 15	Very High Risk – Action A1

TOTAL RISK ASSESSMENT SCORE = SUM 1+2+3+4+5

ACTION RATINGS

A1	Action 1	Restrict access, manage and remove immediately under full controlled conditions
		As a guide, the material conforms to one, or more, of the following: • Friable or poorly bonded to substrate, located in accessible areas • Severely damaged/water damaged, or unstable • Further damage or deterioration likely • Friable asbestos material located in air conditioning ducting • Asbestos debris in reasonable accessible areas
A2	Action 2	Restrict access, manage and remove in the short term utilising appropriate control measures
		As a guide, the material conforms to one, or more, of the following: • Damaged material • In a reasonably accessible area • Possibility of disturbance through contact • Stored asbestos material in reasonable accessible areas • Asbestos debris in rarely accessed areas • Poorly bonded to substrate with bonding unachievable
A3	Action 3	Enclose, encapsulate or seal; Manage and reinspect periodically in accordance with the Asbestos Management Plan; Plan for removal in the medium term
		As a guide, the material conforms to one, or more, of the following: • Readily visible for further assessment • Friable material or poorly bonded to substrate with bonding achievable • Possibility of fibre release through non-aggressive disturbance or contact • Possibility of deterioration caused by weathering • Bonded asbestos products located in accessible areas
A4	Action 4	Program for planned removal during maintenance or refurbishment; Manage and reinspect periodically in accordance with the Asbestos Management Plan
		As a guide, the material conforms to one, or more, of the following: • Further disturbance or damage is unlikely other than during maintenance or service • Readily visible for further assessment • Stored material in rarely accessed areas • Asbestos friction materials, gaskets and brake linings
A5	Action 5	Manage and reinspect periodically in accordance with the Asbestos Management Plan
		As a guide, the material conforms to one, or more, of the following: • Firmly bonded to substrate and readily visible for inspection • Inaccessible and/or fully contained • Stable and damage unlikely

APPENDIX G: NON-FIXED RISK MATRIX AND ACTION RATINGS

RISK FACTOR #1: CONDITION

VARIABLE	SCORE	EXAMPLE OF SCORE VARIABLES
Condition	0	Good
	1	Fair
	2	Poor - Weathered
	3	Very Poor – Heavily Degraded

RISK FACTOR #2: FRIABILITY

VARIABLE	SCORE	EXAMPLE OF SCORE VARIABLES
Friability	0	Non-Friable
	1	Friable or Fragment size – Non-friable product is now considered friable (degraded cement sheet) or fragment size less than 7 x 7 mm
	2	Friable – Product was originally friable (i.e. pipe lagging)

RISK FACTOR #3: ACCESSIBILITY & DISTURBANCE POTENTIAL (OF ACM)

VARIABLE	SCORE	EXAMPLE OF SCORE VARIABLES
Accessibility & Disturbance Potential (of ACM)	0	Not likely to be accessed or disturbed during normal activities i.e. ceiling space or subfloor space
	1	Is accessed occasionally (i.e. accessed monthly by a maintenance worker or accessed occasionally by students such as a tree covered/ landscaped area, which is not a designated play area)
	2	Routinely accessed (i.e. daily) and likely to be physically disturbed during normal activities

RISK FACTOR #4: ENVIRONMENT

VARIABLE	SCORE	EXAMPLE OF SCORE VARIABLES
Environment	0	External area
	1	Large open internal space (i.e. subfloor or ceiling space)
	2	Internal enclosed room/space (i.e. store room, boiler room or switchboard cupboard)

RISK FACTOR #5: DEGREE OF CONTAMINATION

VARIABLE	SCORE	EXAMPLE OF SCORE VARIABLES
Degree of Contamination	0	Isolated small finds, only occasionally observed
	1	Sporadic contamination observed throughout the Site
	2	Large finds or highly concentrated visible contamination i.e. hotspot(s)

RISK SCORE

SCORE	EXAMPLE OF SCORE VARIABLES
0 – 2	Very Low Risk – Action A5
3 – 4	Low Risk – Action A4
5 – 6	Medium Risk – Action A3
7 - 8	High Risk – Action A2
9 – 11	Very High Risk – Action A1

ACTION RATINGS

A1	Action 1	As a guide, one or more of the following actions may be appropriate: • Restrict access, as soon as reasonably practicable. • Undertake airborne asbestos fibre monitoring in direct vicinity once isolation controls are implemented. • To validate the isolation controls, undertake biweekly walkovers/air monitoring until remediation works commence and consideration given for an asbestos removalist contractor to attend walkovers when significant quantities of ACM are observed. • Consultant to provide site specific short and long term remediation options and for the ongoing management of the site. • If further suspected debris is identified, contact the make safe hotline.
A2	Action 2	As a guide one or more of the following actions may be appropriate: • Restrict access, as soon as reasonably practicable. • Undertake airborne asbestos fibre monitoring in direct vicinity once isolation controls are implemented. • Limited isolation or temporary encapsulation, where visual clearance cannot be provided. • Additional soil surface walkovers required on a weekly basis until remediation works commence (consideration should be given for an asbestos removalist contractor to attend walkovers when significant quantities of ACM is observed). • Consultant to provide site specific short and long term remediation options and for the ongoing management of the site. • If further debris suspected, contact Make Safe VSBA hotline.
A3	Action 3	As a guide one or more of the following actions may be appropriate: • Restrict access, as soon as reasonably practicable. • Undertake airborne asbestos fibre monitoring in direct vicinity once isolation controls are implemented. • Limited isolation or temporary encapsulation, where visual clearance cannot be provided. • Additional soil surface walkovers required on a fortnightly basis until remediation works commence (consideration should be given for an asbestos removalist contractor to attend walkovers when significant quantities of ACM is observed). • Consultant to provide site specific short and long term remediation options and for the ongoing management of the site. • If further debris suspected, contact Make Safe VSBA hotline.
A4	Action 4	As a guide one or more of the following actions may be appropriate: • Subfloor or ceiling debris, removal should be considered before access is required or during the demolition works of the building. • External - Remediation works (i.e. emu-bob and/or multi-directional raking of the top 10 cm within hotspot areas). • External - Additional soil surface walkovers required on a monthly basis over a 3 month period by a competent hygienist. • Consultant to provide site specific short and long term remediation options and for the ongoing management of the site. • If further debris suspected, contact the Make Safe VSBA hotline.
A5	Action 5	As a guide one or more of the following actions may be appropriate: • School to undertake site walkovers during quarterly inspections. • Schools to utilise the Make Safe hotline if suspected ACM is identified/disturbed

APPENDIX H: METHODOLOGY

Methodology

This survey was carried out in accordance with the guidelines set out in the Victorian Codes of Practice accompanying the Victorian Occupational Health and Safety Regulations and EPA requirements inclusive of the disposal of hazardous materials and Programmed Facility Management requirements.

This survey involved a desk top investigation of previous Division 5 Reports and meetings with school representatives, followed by an onsite assessment to identify the presence or absence of Asbestos Containing Materials (ACM)'s.

Where ACM is suspected, and not previously reported, a sample was taken to confirm the presence or absence of asbestos, and the findings reported. Photographs were also taken of the materials sampled.

Representative samples were collected discreetly throughout the site, where required. Inaccessible areas that were suspected of containing ACM have been documented in the register. All samples taken were analysed by appropriately certified NATA laboratory.

During the onsite inspection, information of ACM or assumed ACM was documented.

The asbestos survey is limited to areas that are reasonably practicable to access and no damage or dismantlement of fixed items or plant equipment was conducted, other than the superficial and discreet damage to items for sampling.

This survey did not involve destructive techniques to access samples. Where access issues were identified, these have been noted in the report.

The survey, therefore, is unable to ensure the identification and presence of ACM in restricted or inaccessible locations. Where this is the case, further investigations will be recommended.

Typical examples of restricted or inaccessible areas include; where major demolition works are required, height restrictions/confined spaces exist, where stored items obstruct observations, where significant disassembly is required, etc. This may include, but is not limited to, wall cavities, ceiling spaces, subfloor areas, inside active/inactive plant etc.

APPENDIX I: REFERRED ANALYTICAL REPORTS

Liability & Risk Management Consulting

LRM Global Pty Ltd
65 Stubbs Street
Kensington VIC 3031

Fax: (03) 9371 3499
Email: enquiries@lrmglobal.com.au
Web: www.lrmglobal.com.au
Telephone: (03) 9371 3400
ABN: 34 116 540 277

Qualitative Identification of Asbestos in Bulk Samples

Coffey Environmental Pty Ltd
Level 1, 436, Johnston Street
Abbotsford Victoria 3067

Client Ref: Drouin West Primary School
Job Number: 33604.000
Batch Number: -
Received Date: June 29, 2018
Analysed Date: July 05, 2018
No of Samples: 14

Dear Julien Colangelo,

This report presents the analytical results of samples forwarded by Coffey Environmental Pty Ltd for asbestos analysis.

Methodology:
The samples were examined under a Stereo Microscope and selected fibres were analysed by Polarized Light Microscopy in conjunction with Dispersion Staining Method. (**LRM Global ID Method 1**) and AS4964 - 2004

Analytical Results:

Sample No.	Sample Description	Result
FD7541	The sample consisted of compressed fibre board Location: to wall, External , Multipurpose & Admin Sample Dimensions: 0.3cm X 0.2cm X 0.2cm	No Asbestos Detected Organic Fibre Detected
FD7542	The sample consisted of compressed fibre board Location: to eave, External , Multipurpose & Admin Sample Dimensions: 0.2cm X 0.2cm X 0.2cm	No Asbestos Detected Organic Fibre Detected
FD7543	The sample consisted of compressed fibre board Location: to floor, External, Portable 8145 Sample Dimensions: 0.3cm X 0.2cm X 0.2cm	No Asbestos Detected Organic Fibre Detected
FD7544	The sample consisted of compressed fibre board Location: to eave, External, Classrooms & Library Sample Dimensions: 0.2cm X 0.2cm X 0.1cm	No Asbestos Detected Organic Fibre Detected
FD7545	The sample consisted of compressed fibre board Location: to fascia, External , BER Library Learning Sample Dimensions: 0.5cm X 0.5cm X 0.2cm	No Asbestos Detected Organic Fibre Detected

FD7546	The sample consisted of compressed fibre board Location: to ceiling, Internal, Portable Sample Dimensions: 0.3cm X 0.2cm X 0.2cm	No Asbestos Detected Organic Fibre Detected
FD7547	The sample consisted of compressed fibre board Location: to wall, Internal, Portable Sample Dimensions: 0.2cm X 0.2cm X 0.1cm	No Asbestos Detected Organic Fibre Detected
FD7548	The sample consisted of compressed fibre board Location: to eave, External , Portable Sample Dimensions: 0.3cm X 0.2cm X 0.2cm	No Asbestos Detected Organic Fibre Detected
FD7549	The sample consisted of mastic Location: to window, External , Portable Sample Dimensions: 0.3cm X 0.2cm X 0.2cm	Chrysotile Asbestos Detected
FD7550	The sample consisted of internal insulation Location: to kiln, 96 Studio, Classrooms & Library Sample Dimensions: 0.2cm X 0.2cm X 0.1cm	No Asbestos Detected
FD7551	The sample consisted of compressed fibre board Location: to eave, External , Portable 8145 Sample Dimensions: 0.3cm X 0.2cm X 0.2cm	No Asbestos Detected Organic Fibre Detected
FD7552	The sample consisted of compressed fibre board Location: infill panel, 66 Covered Way, Portable 8146 Sample Dimensions: 0.5cm X 0.2cm X 0.2cm	No Asbestos Detected Organic Fibre Detected
FD7553	The sample consisted of compressed fibre board Location: to ceiling, 44 Porch, Portable 8145 Sample Dimensions: 0.2cm X 0.2cm X 0.1cm	No Asbestos Detected Organic Fibre Detected
FD7554	The sample consisted of compressed fibre board Location: to wall, 85 CLNR, Multipurpose & Admin Sample Dimensions: 0.2cm X 0.2cm X 0.2cm	No Asbestos Detected Organic Fibre Detected

Approved Identifier
Karu Jayasundara

Report Issued by
Karu Jayasundara

NATA
WORLD RECOGNISED
ACCREDITATION
Accreditation No: 15684

Accredited for compliance with ISO/IEC 17025
The results of the tests, calibrations and/or measurements included in this document are traceable to Australian Standards.

APPENDIX J: CLEARANCE DOCUMENTATION

Australia
Wide
Asbestos
Removal
Encapsulation

Telephone: (03) 9580 5326
Facsimile: (03) 9798 1465
Email: aware@aware1.com.au

24-28 Pacific Drive,
Keysborough Vic 3173

ABN: 23 547 221 192
ACN 006 432 588

Waste Disposal Declaration

Work Details		
Date:	22/6/20	Date of works: 19/6/20
AWARE Job #:	J004675	TK Job: BT8568
School:	Drouin West Primary School	
Address:	535 Main Neerim Rd, Drouin West	
Description of works:	1 x kiln 800 mm x 800 mm x 1200 h - 480 kgs - K8 model	

These materials were disposed of in a bin with materials from other job sites and will be tipped at the Bulla facility.

We further confirm that no ACM materials or portable items including equipment, as removed under this program on behalf of Tetlow are being redistributed, on sold, gifted, relocated or means other than disposal in accordance with EPA requirements for the disposal of ACM.

Yours sincerely

Narelle Cummings
Office Manager