

Secondly, as you know and I went to Brisbane last week to repack the files into Archive boxes and crates,

Norfolk Island Branch | Local Government and Territories Division

Norfolk Island Branch | Local Government and Territories Division Department of Infrastructure and Regional Development GPO Box 594, Canberra ACT 2601



	Document 2
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While there, the team repackaged the files from the pallets into boxes to be transported on Regular Transport (RPT) flights.	Passenger
Transport (RP1) liights.	

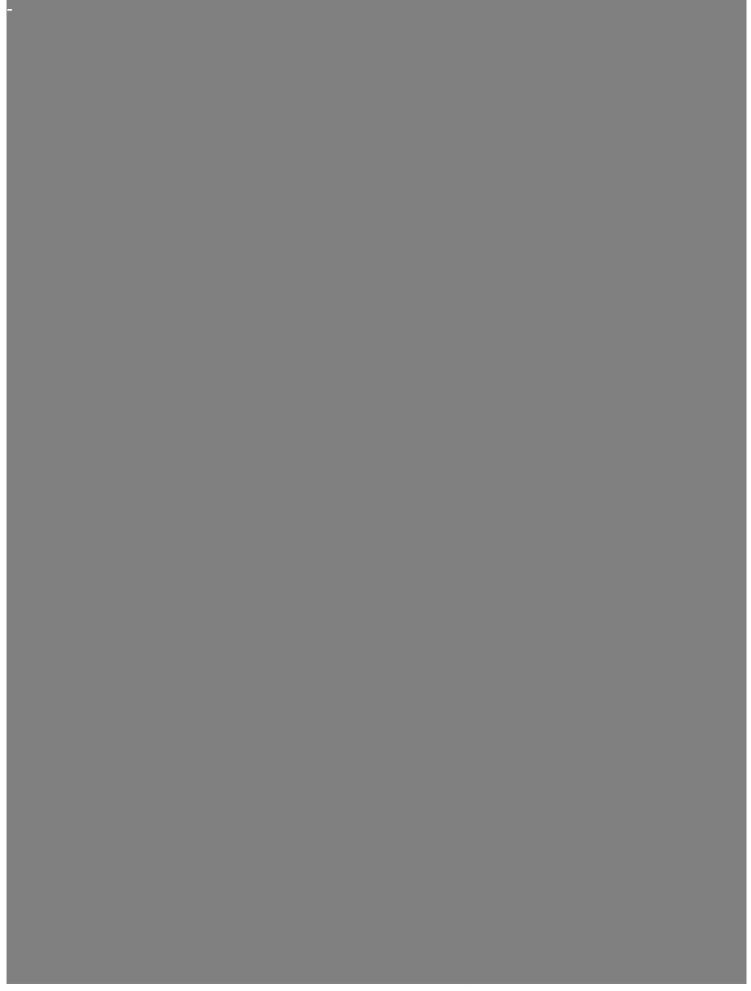
- 1. The Department coordinated the packing and transport to the mainland of inactive health records and administrative records of the former Norfolk Island Hospital Enterprise on 20 May 2017 for storage while asbestos was removed from the Old Bakery building.
- 2. The Department attracted criticism from the Norfolk Island community for moving the records off island. The Department released a statement on 25 May (Attachment A) which apologised for failing to properly communicate the move of the files to the community before the move took place.
- 3. The Department committed to returning the records within a couple of months once appropriate records storage on Norfolk Island was arranged.

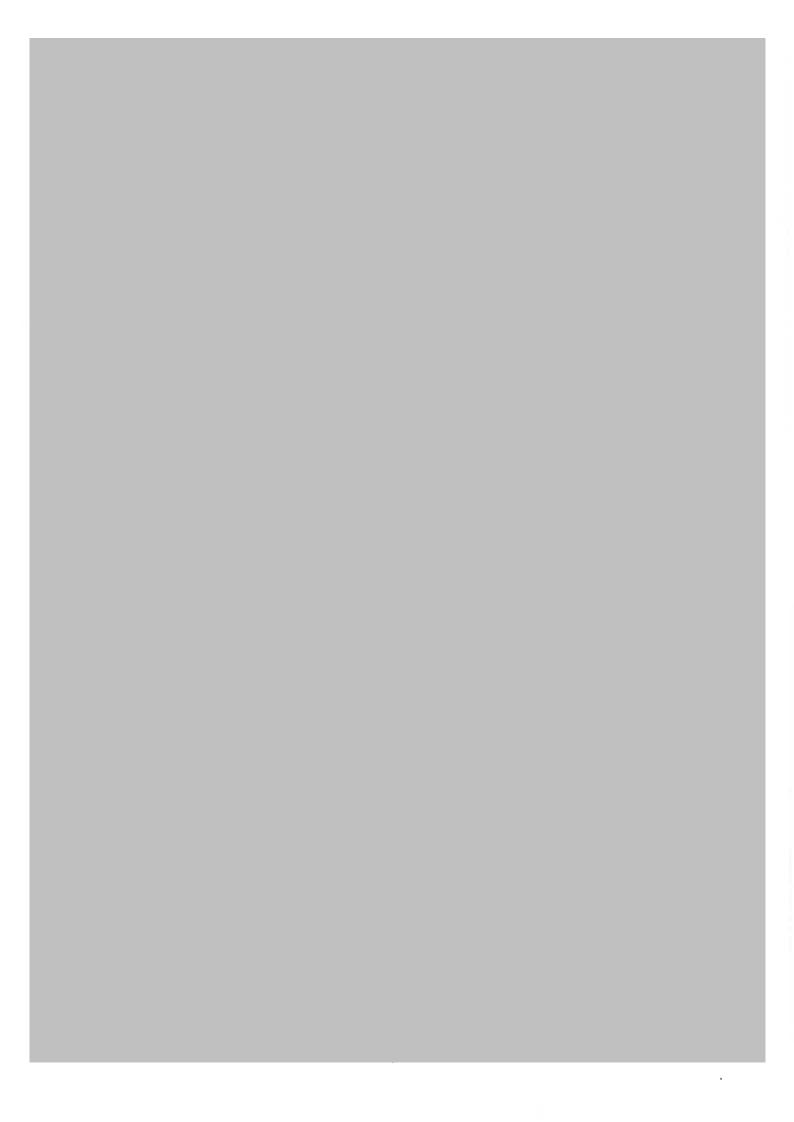
Background:
 Approximately 4.4 tonnes (11 pallets) of records were relocated from Norfolk Island as a backload on a Commonwealth chartered freighter on 20 May 2017. Approximately three pallets relate to archived patient records (greater than seven years' inactivity (tourists, former residents and deceased persons)) from NIHRACS. The remaining pallets are financial records of the former Norfolk Island Hospital Enterprise (inactive for over 12 months) and records of the former Hospital Board (inactive for over 24 months). The records remain palletised, wrapped in black plastic, in a secure storage facility in Brisbane. Should the consignment need to be split, the pallets would need to be opened to identify the medical records which would take priority. The relocation of the records was required to enable asbestos removal to occur in the Old Bakery building where the records were stored. An alternative storage facility on-island which met Commonwealth standards for record-keeping was not identified for temporary storage at that time.

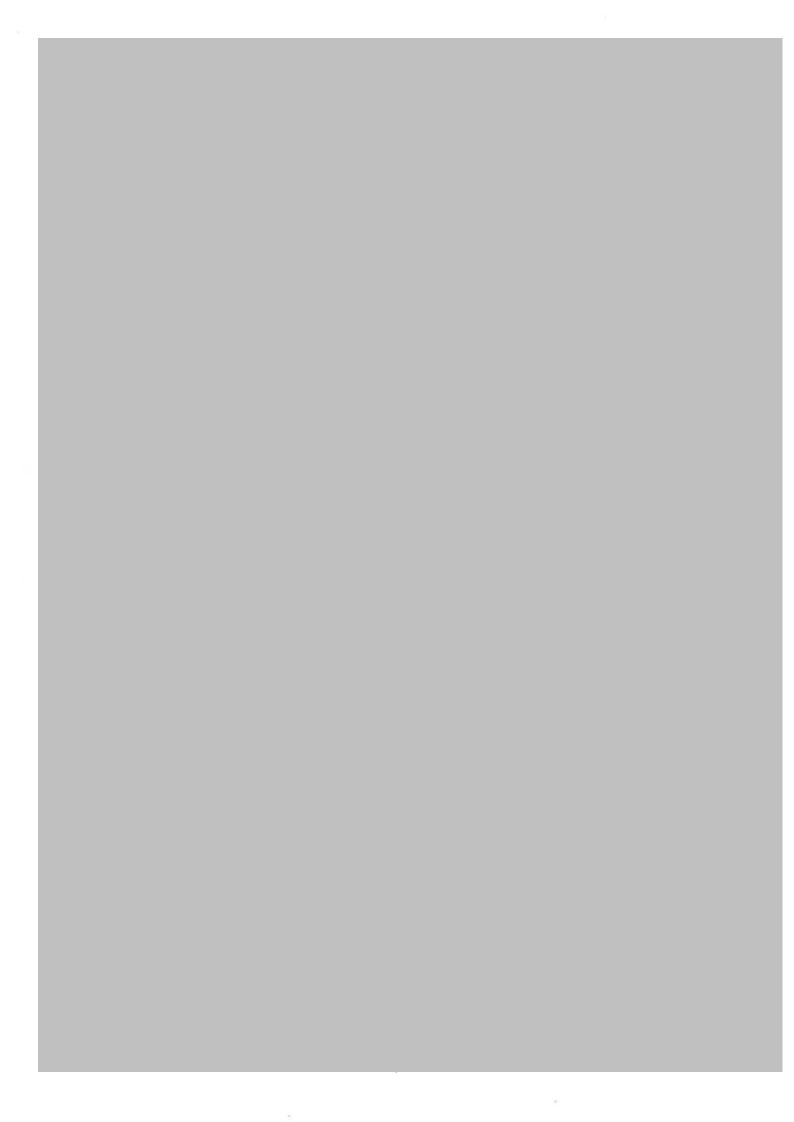
- 1. The Department of Infrastructure and Regional Development coordinated the palletising and transport of inactive health records and administrative records of the former Norfolk Island Hospital Enterprise on 20 May 2017 for storage while asbestos was removed from the building.
- 2. The Department attracted criticism from the Norfolk Island community for moving the files off island. The Department released a statement on 25 May (Attachment A) which apologised for failing to properly communicate the move of the files to the community before the move took place.
- 3. The statement committed to returning the records within a couple of months once appropriate storage was arranged on Norfolk Island.

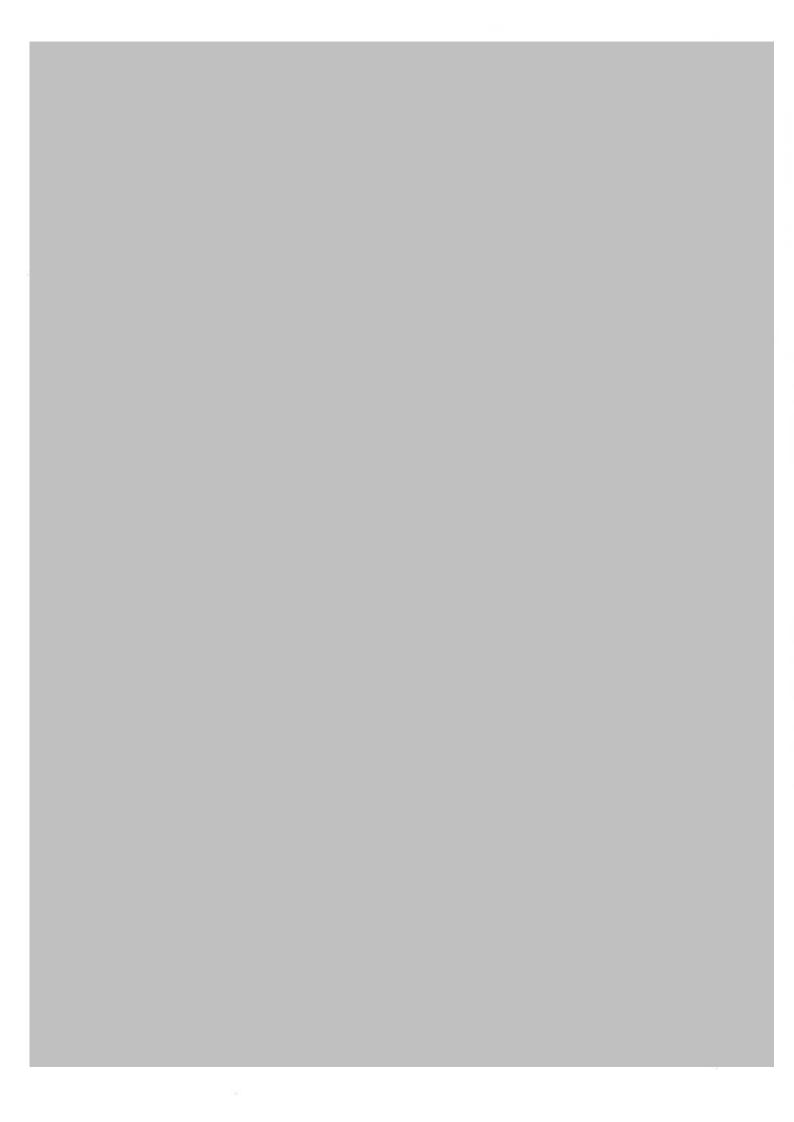
Background:

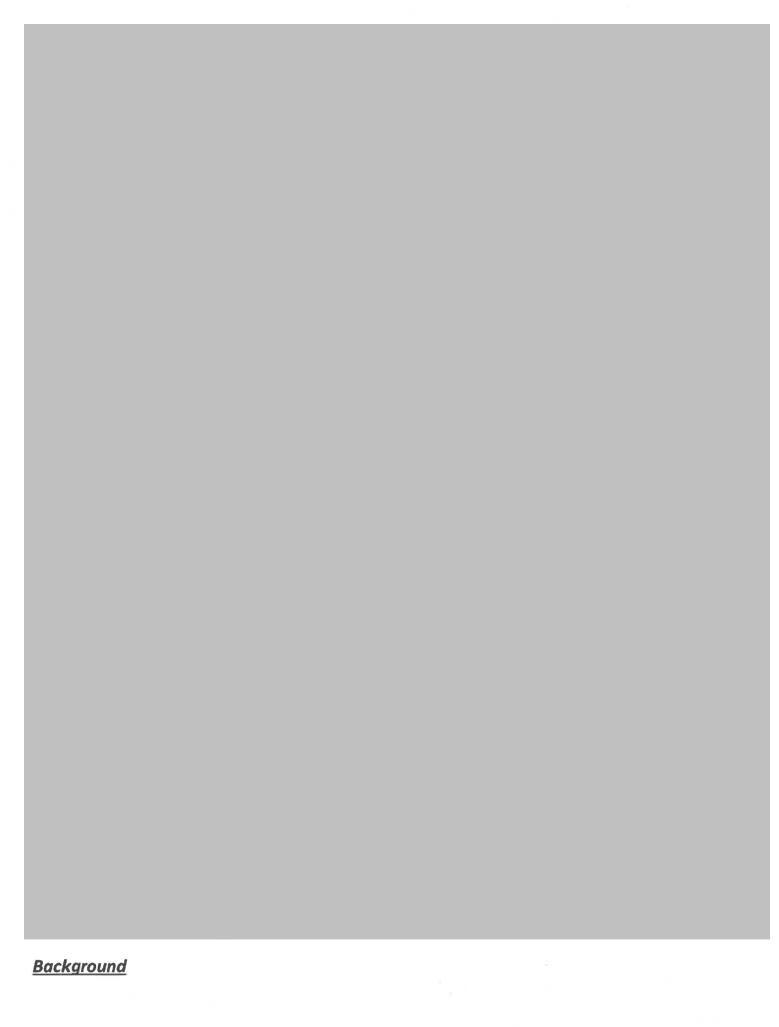
- Approximately 4.4 tonnes (11 pallets) of records were relocated from Norfolk Island as a backload on a Commonwealth chartered freight aircraft on 20 May 2017.
- The relocation of the records was required to enable asbestos removal to occur in the Old Bakery building where the records were stored.
- An alternative storage facility on-island was not ready at that time.
- The records remain palletised in a secure storage facility in Brisbane.
- Approximately three pallets relate to archived patient records (greater than seven years' inactivity (tourists, former residents and deceased persons)) from the Norfolk Island Health and Residential Aged Care Service.
- The remaining pallets are financial records of the former Norfolk Island Hospital Enterprise (inactive for over 12 months) and records of the former Hospital Board (inactive for over 24 months).
- All records were stored as archived material.







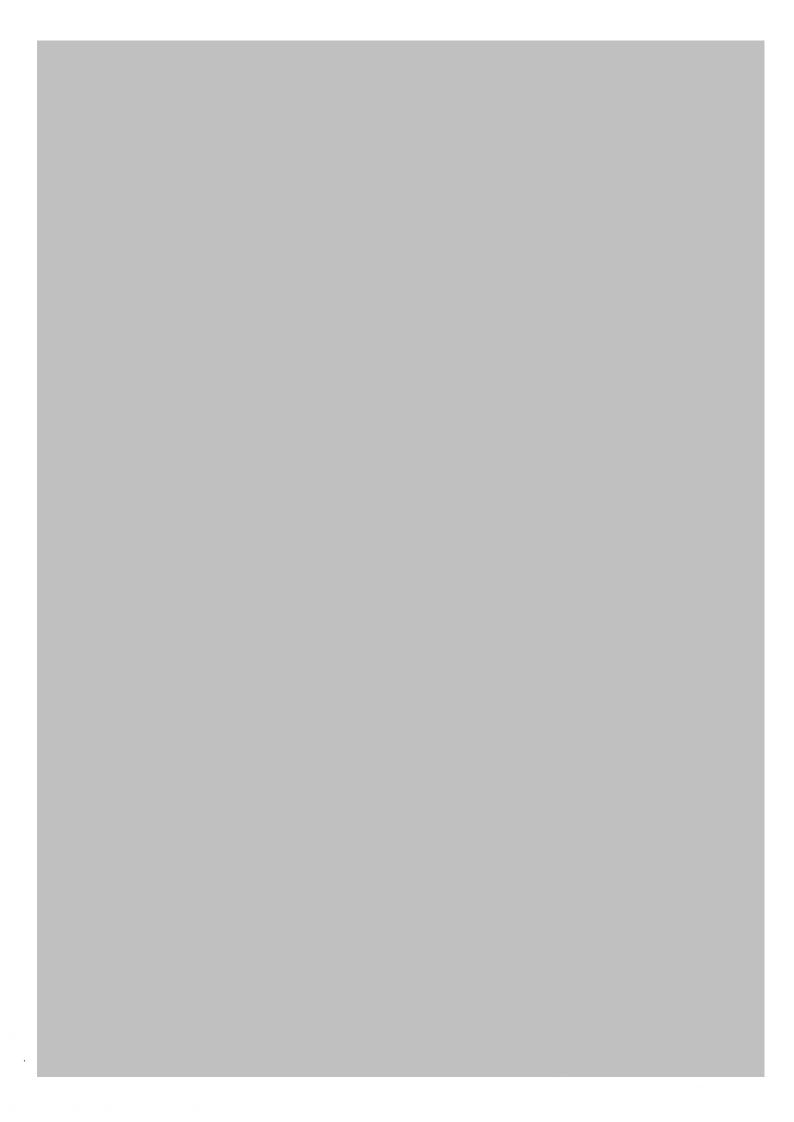


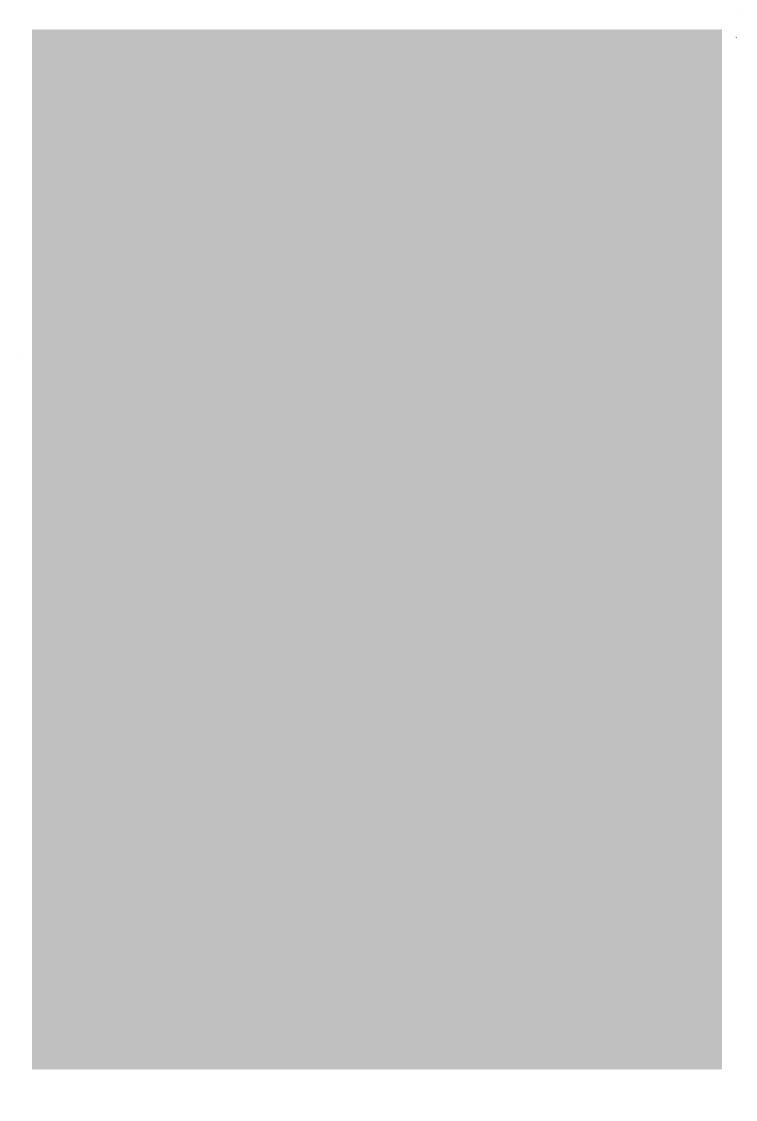


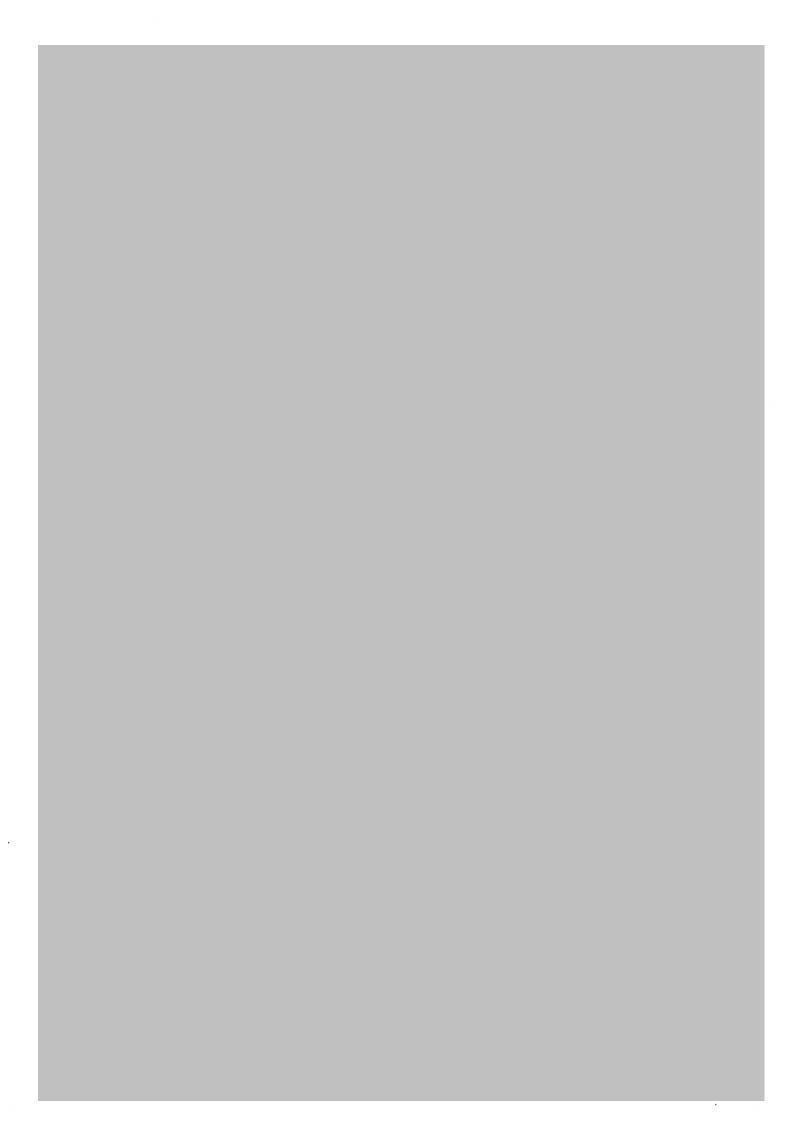
- Friday 19 May archived patient files (including deceased persons), and hospital records, largely pertaining to the Norfolk Island Hospital Enterprise were packed for transportation by mainland contractors, engaged specifically to undertake the pack.
- A total of 11 pallets were transported to Brisbane on Saturday 20 May 2017. Of the 11 pallets 5 contained loose boxes, 5 contained secured crates and 1 contained body bags with loose papers collected from the floor.
- The records are currently stored in a Customs Bond Store at Eagle Farm in Brisbane, and will remain there until we decide what to do with them.
- There are no external markings on the packaging to identify their contents.
- The archived patient records equate to approximately 60 lm of the full consignment.
- Prior to their removal the archived records were stored in the Old Bakery Building and Archive room at the rear of the hospital.
- The cost incurred to pack and transport the records to the mainland was approximately \$10,000, and the ongoing storage fees is \$525 (+GST) per week. The files have been stored since 26 May 2017.

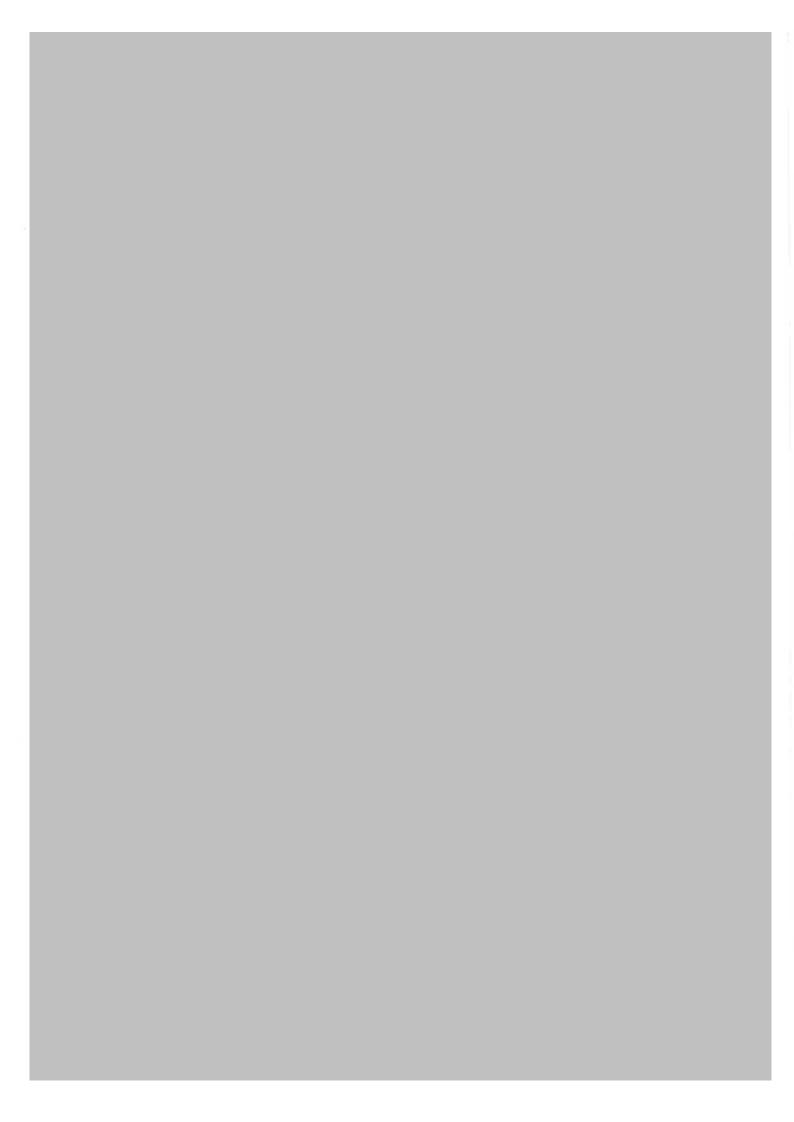
Intent

•	• To return the patient files and Hospital records to Norfolk Island as soon as a suitable Commonwealth controlled repository is sourced/built/procured.					

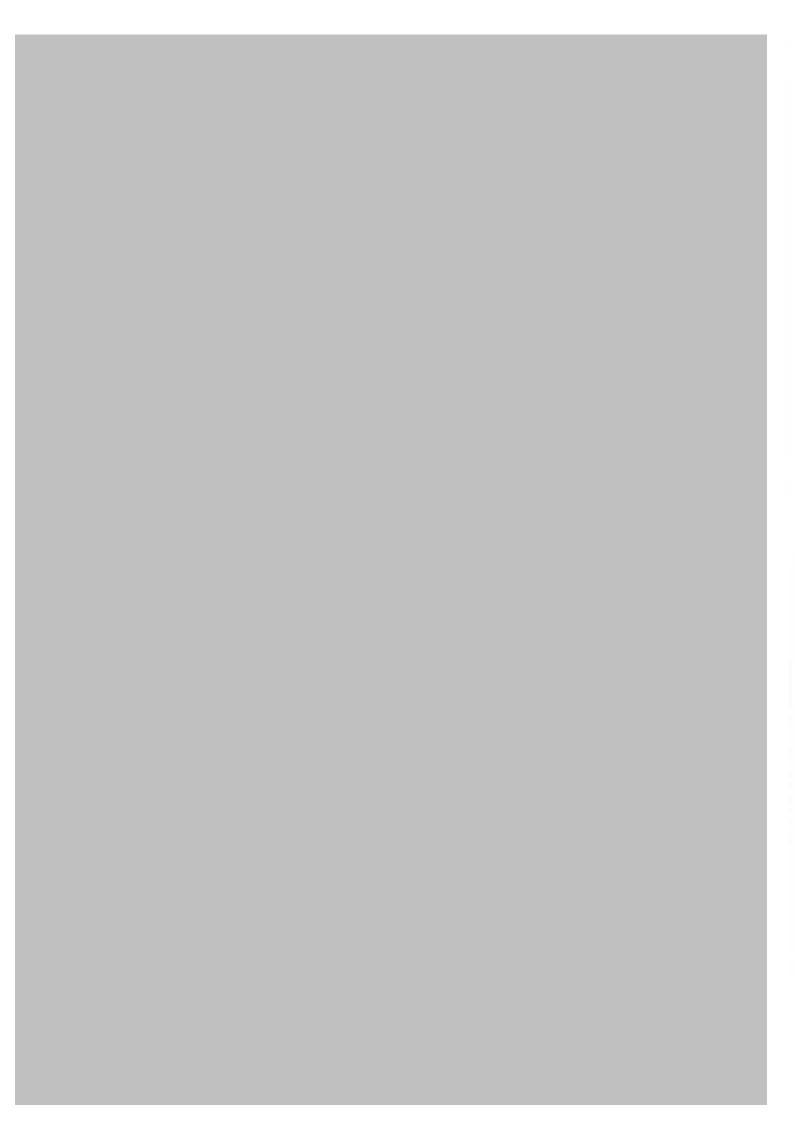




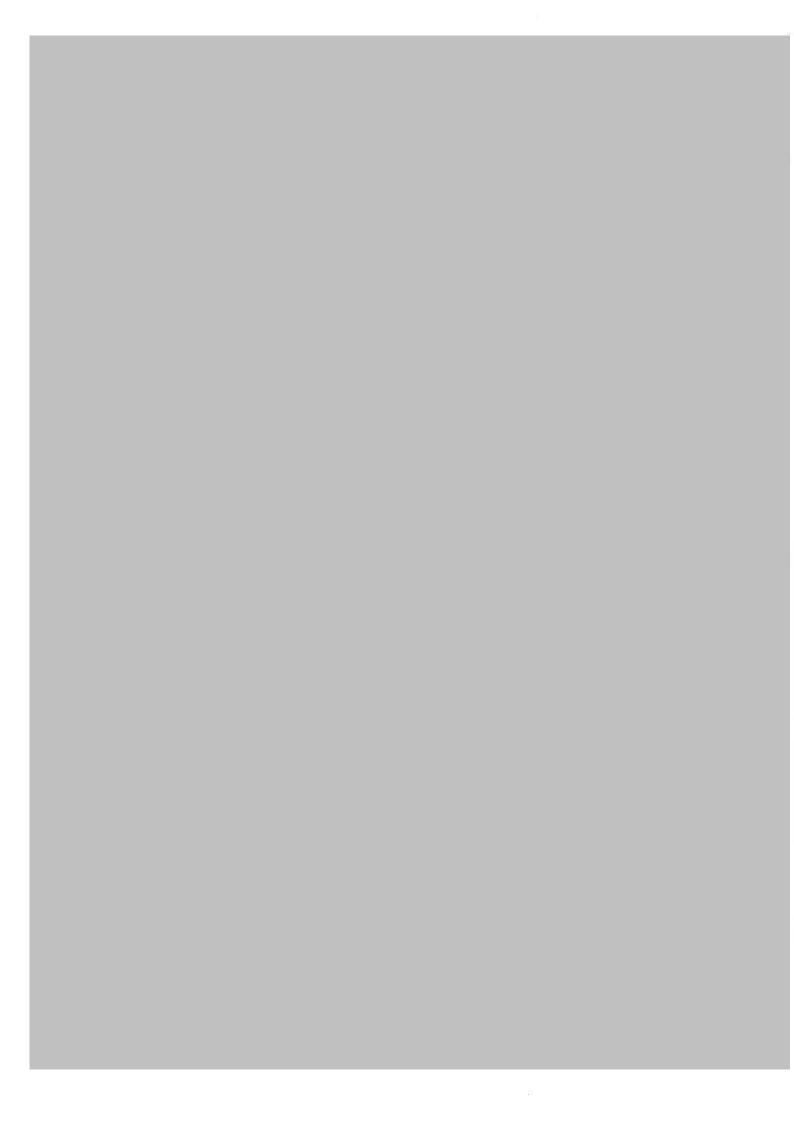


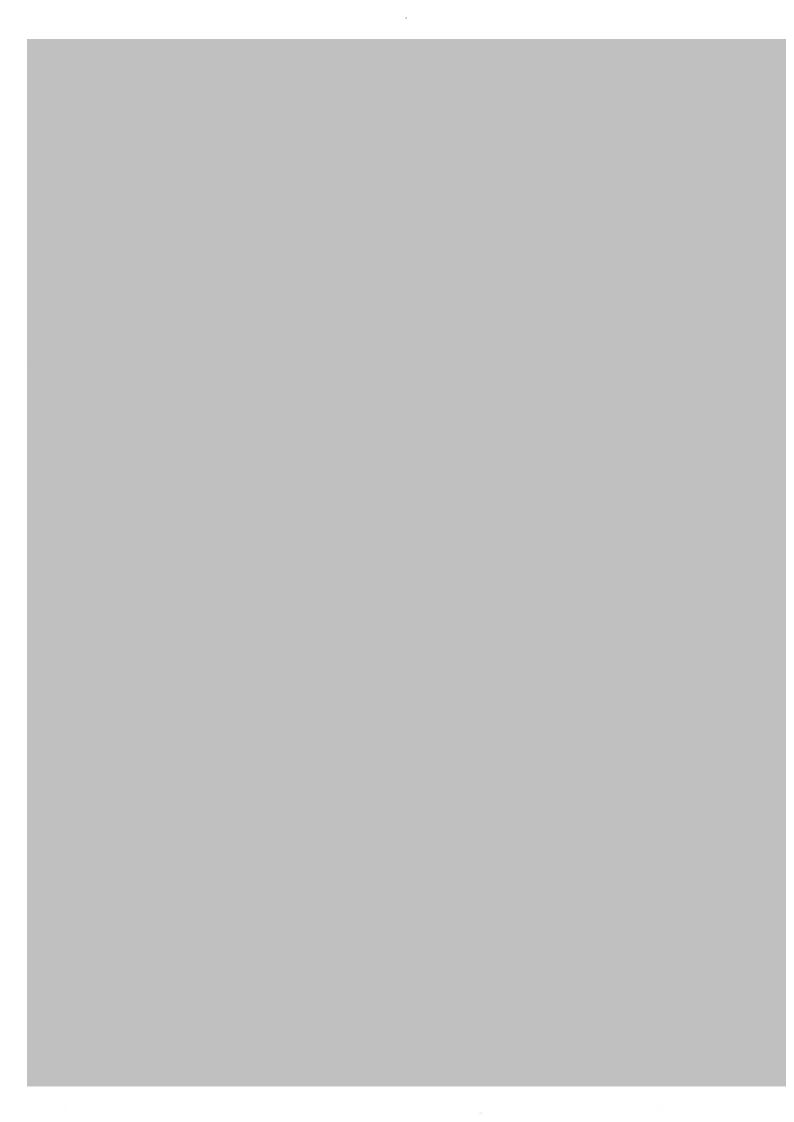


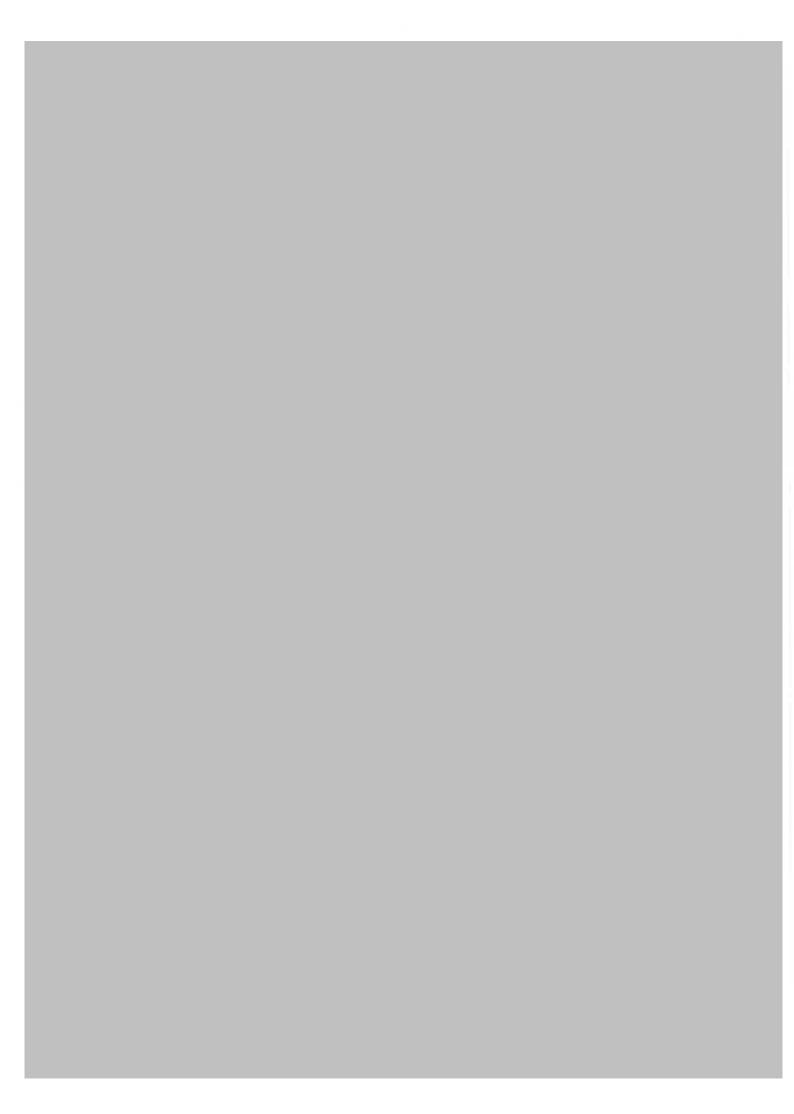




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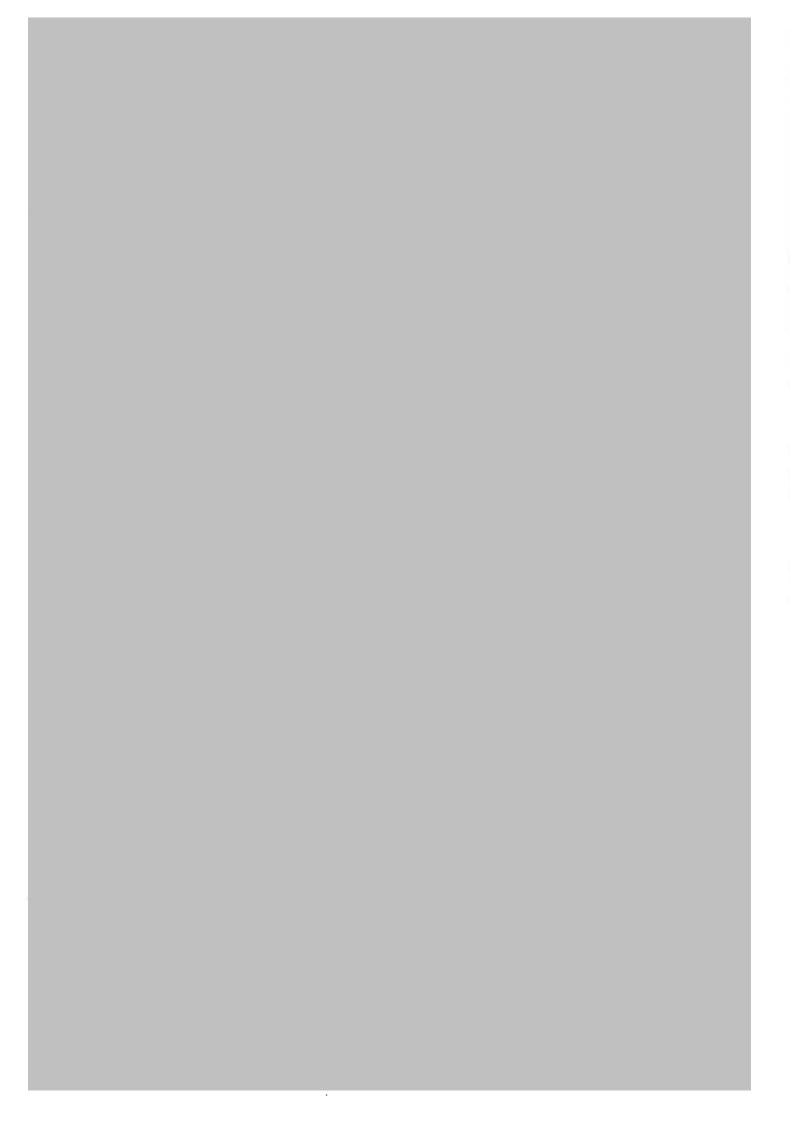


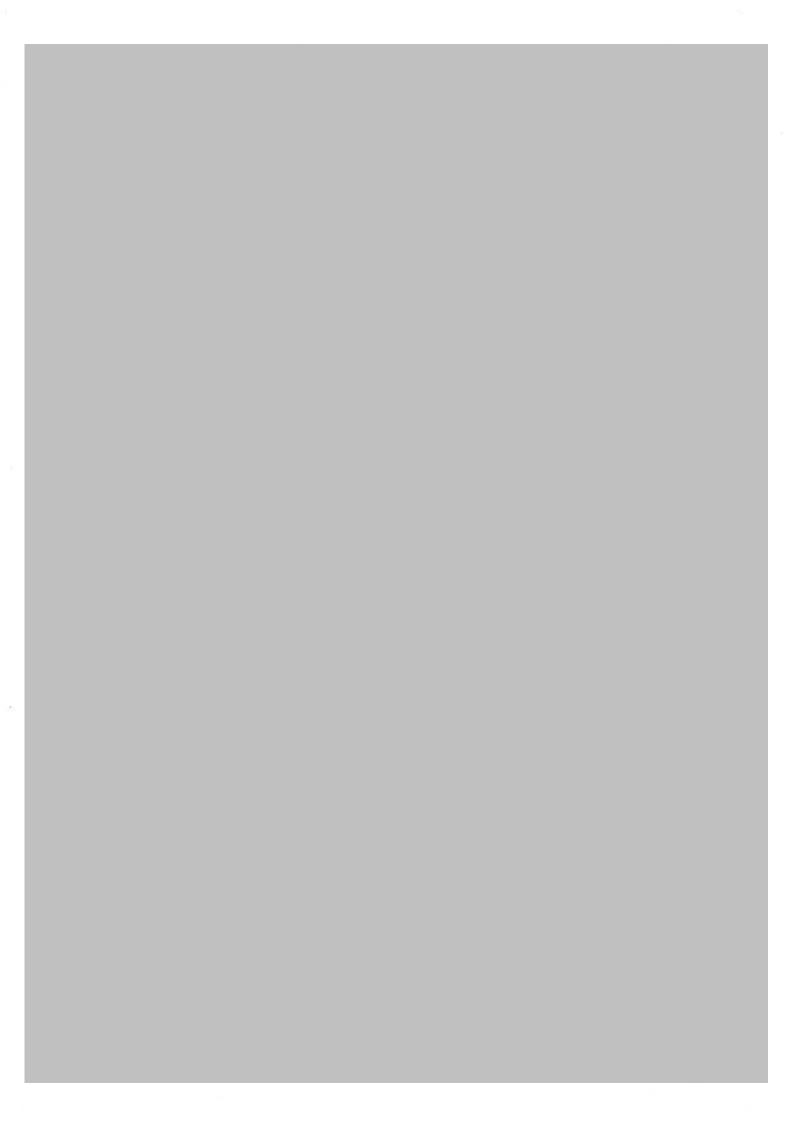


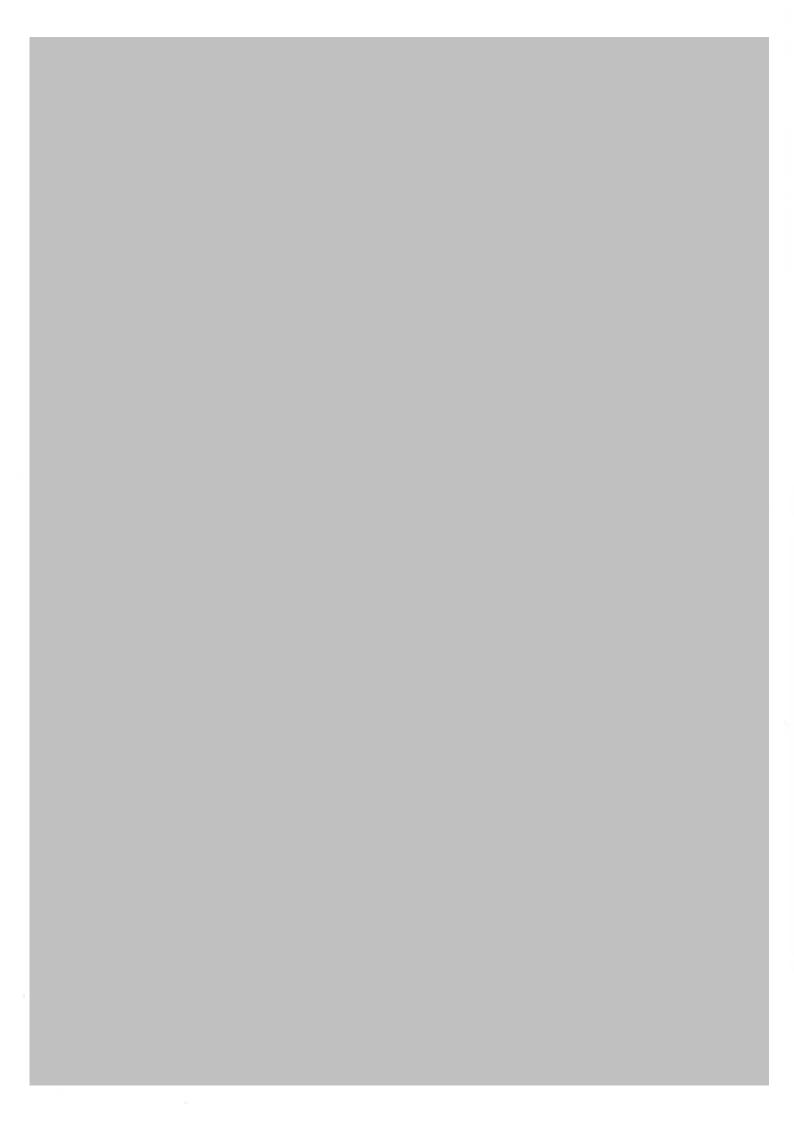
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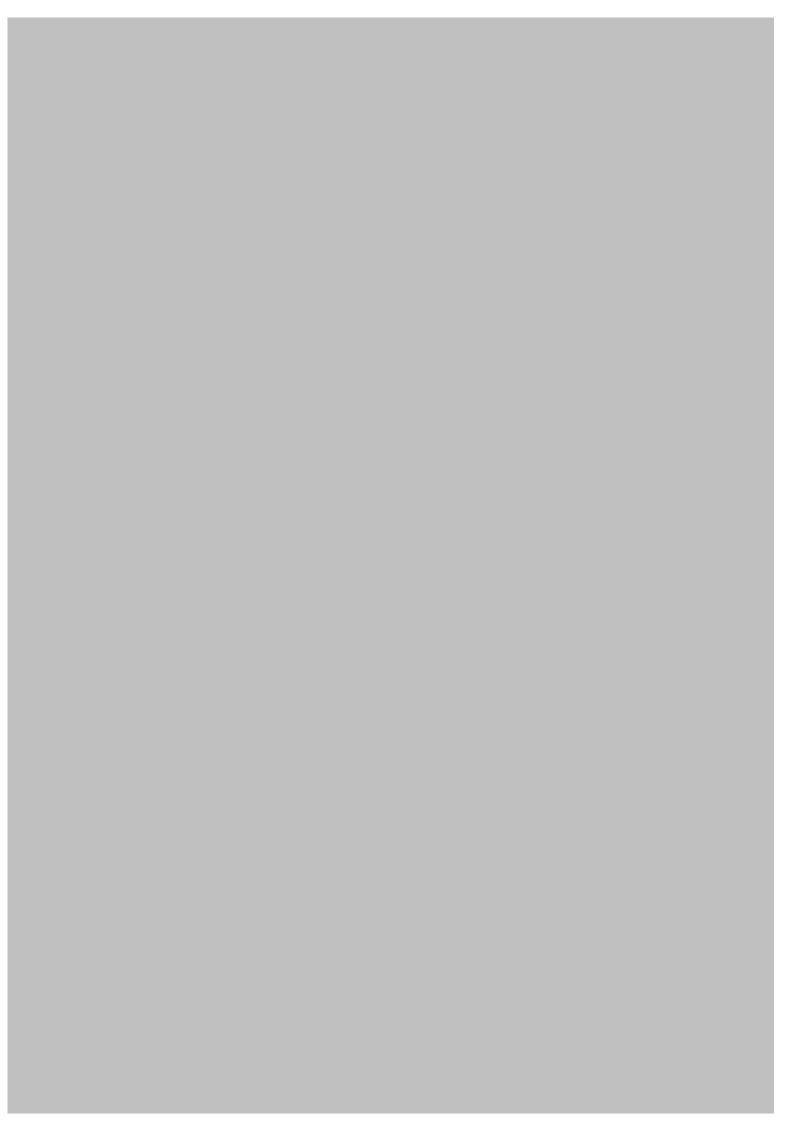
<u>Intent</u>

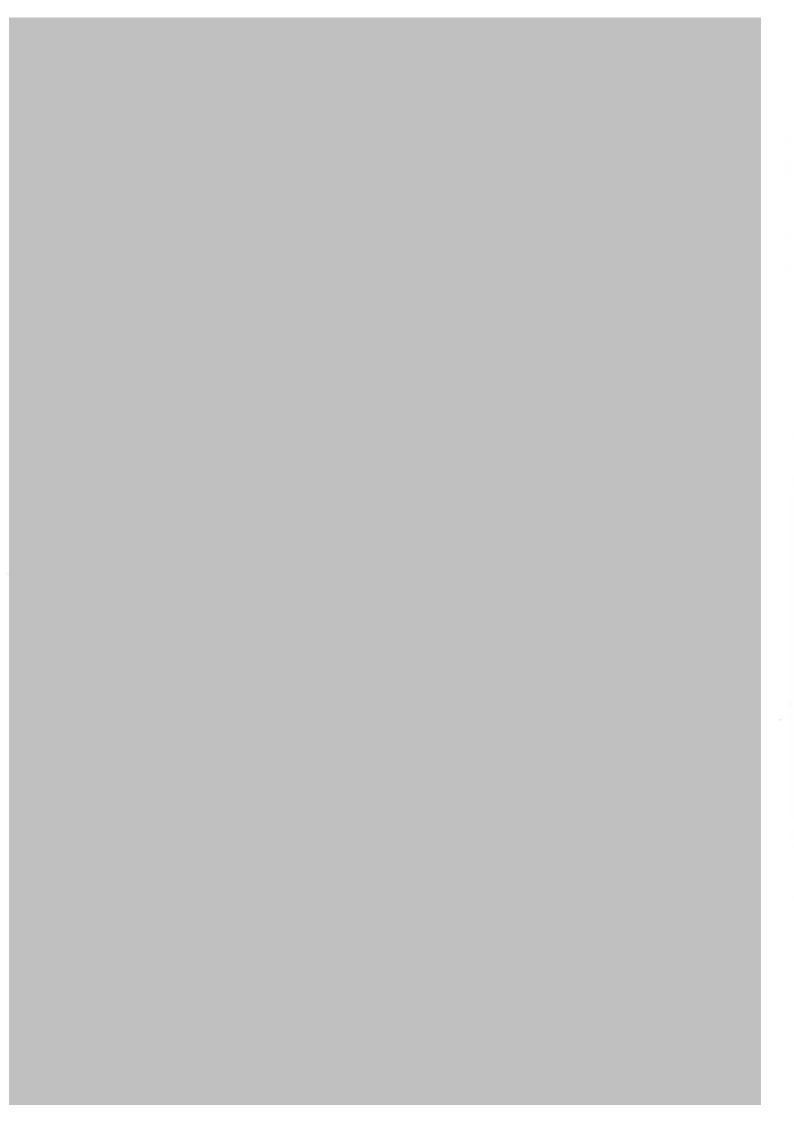
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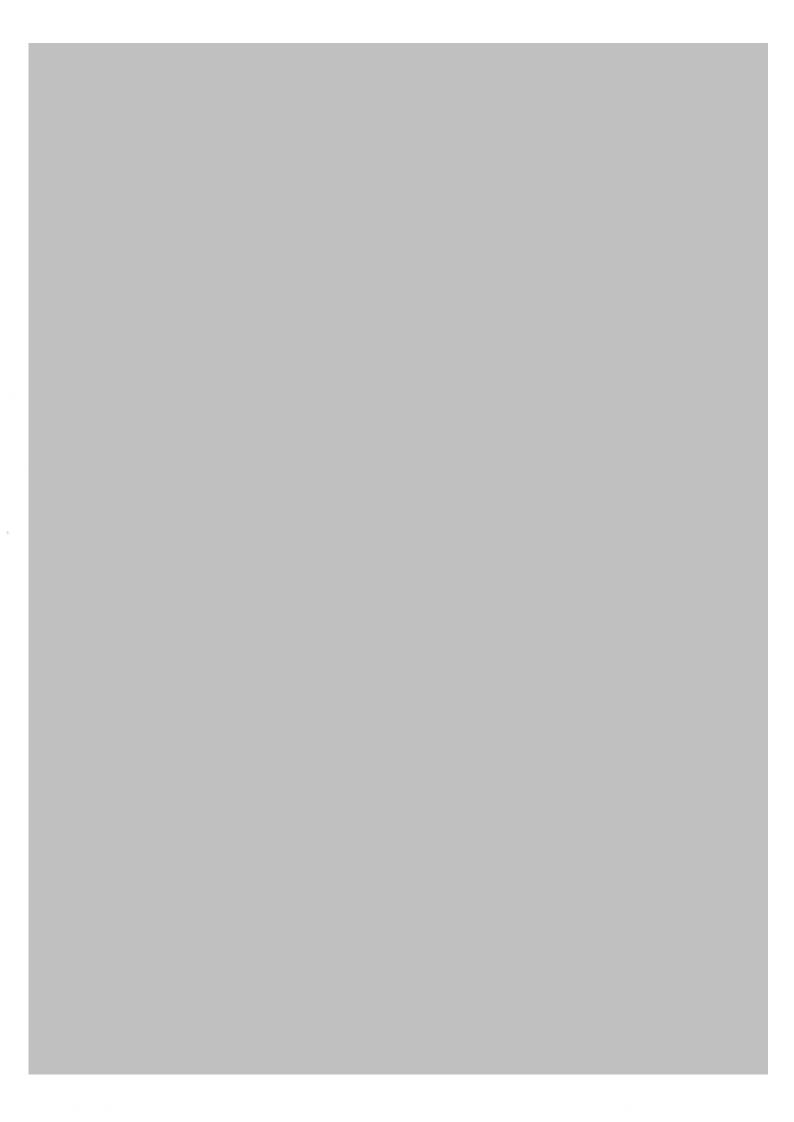
Background

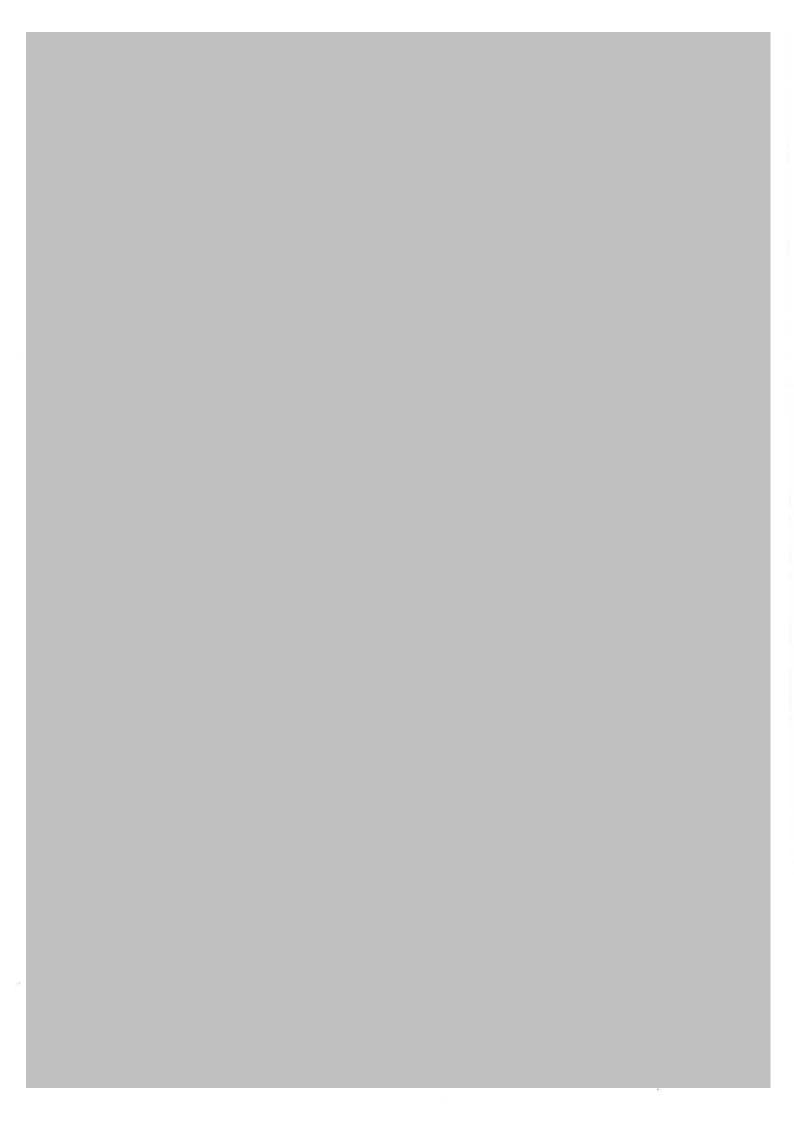
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s42				

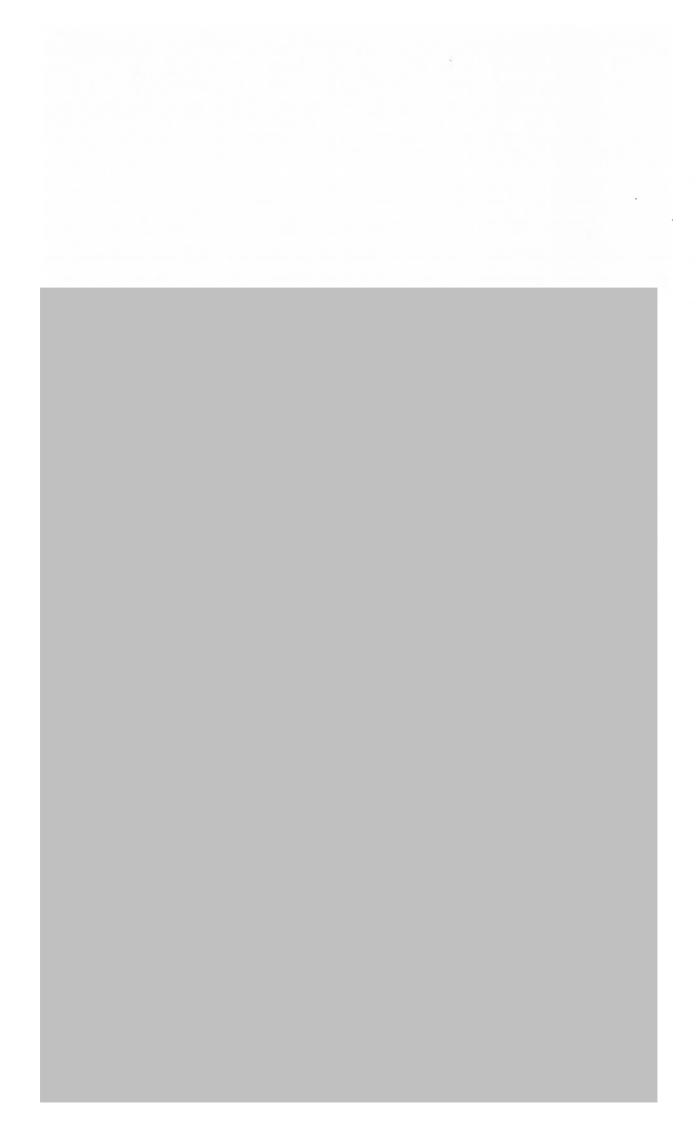


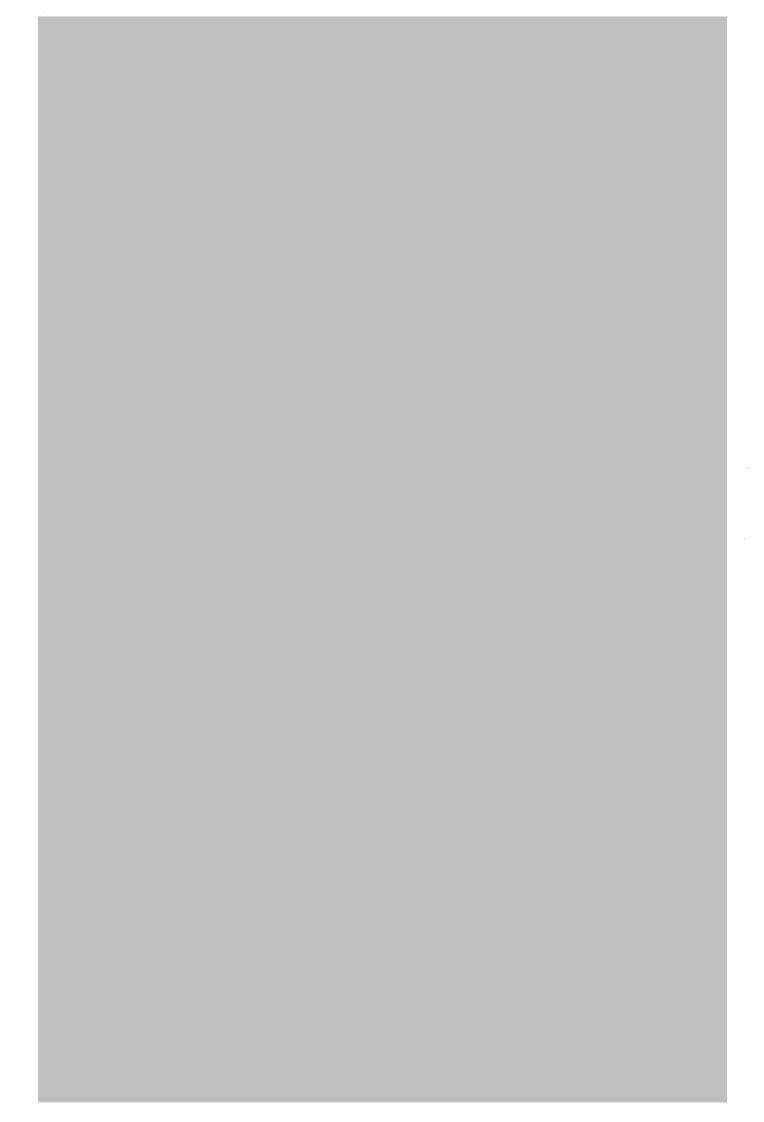


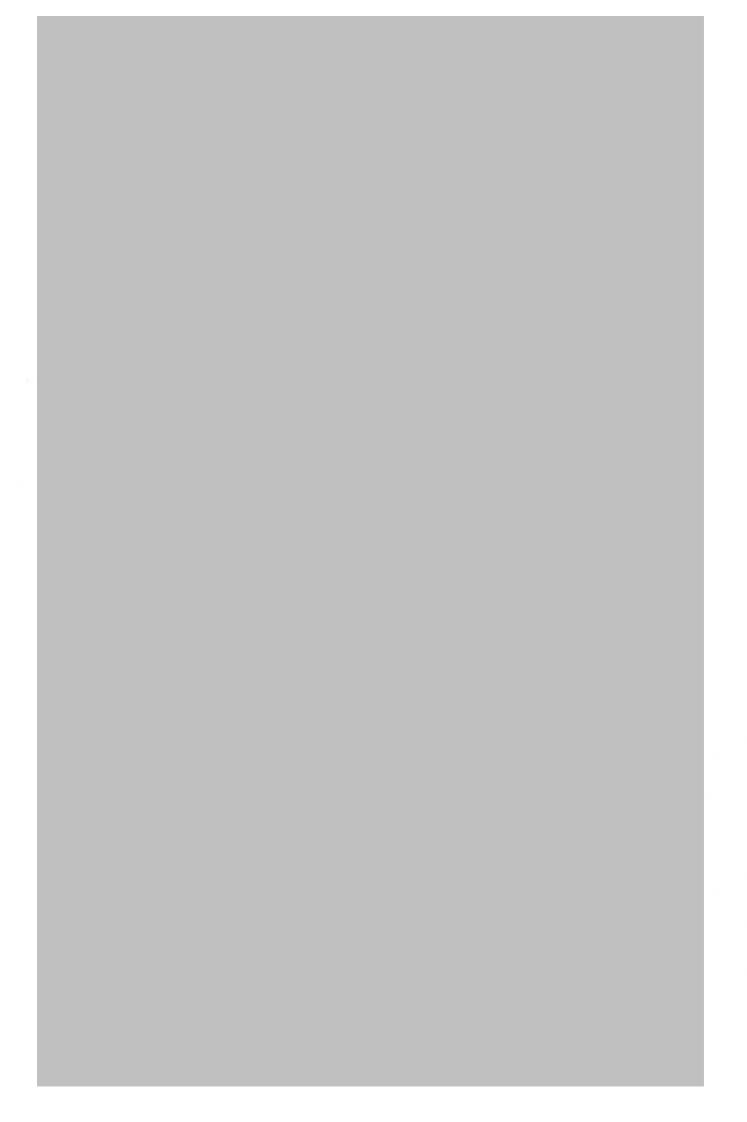


I said was back from island on Monday and I would be updated on the work we were asked to do around sourcing secure and fire-proof storage. This would most likely be in one/more compactus housed in the Old Bakery building. (After initial enquiries, I am concerned the cost for the compactus of this nature and the size required will be quite expensive for which we have no funding however I'll address that with you when we have firmer estimates.)
The work is proceeding on recladding the Old Bakery building (demolition proved to be prohibitively expensive given the disposal requirements for asbestos contaminated material) and I expect completion of this work to be mid-July at the latest.

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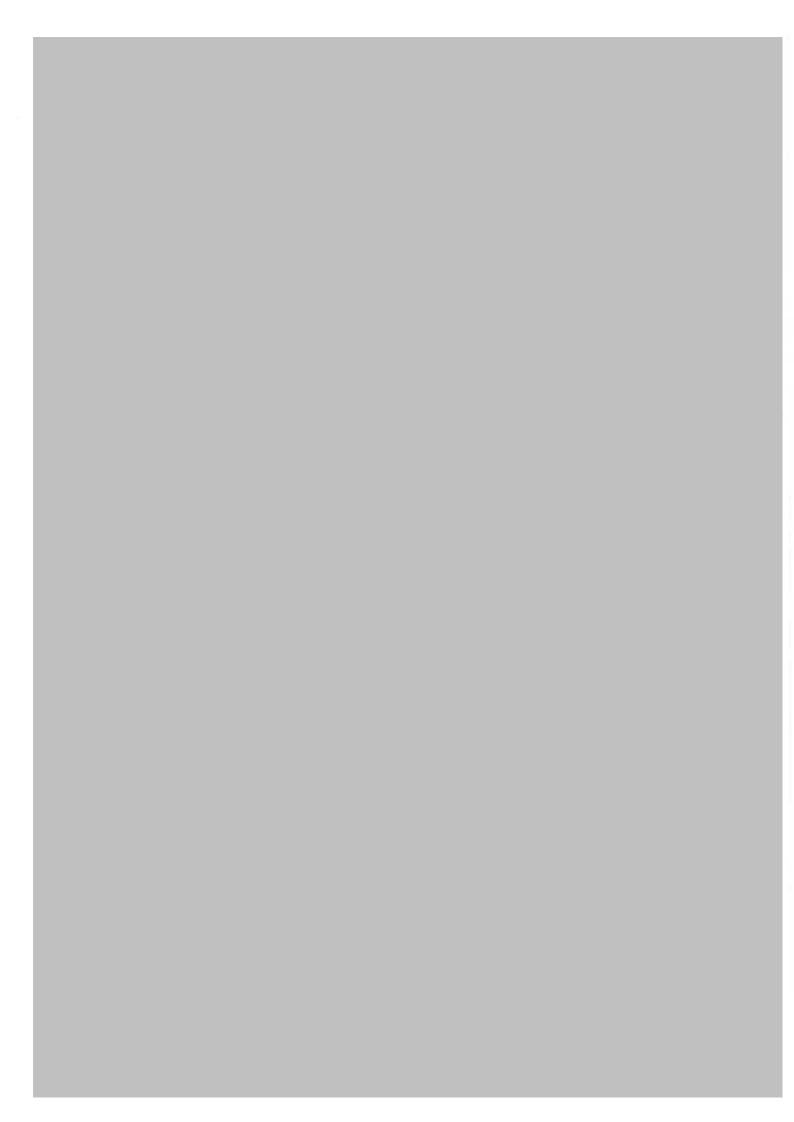


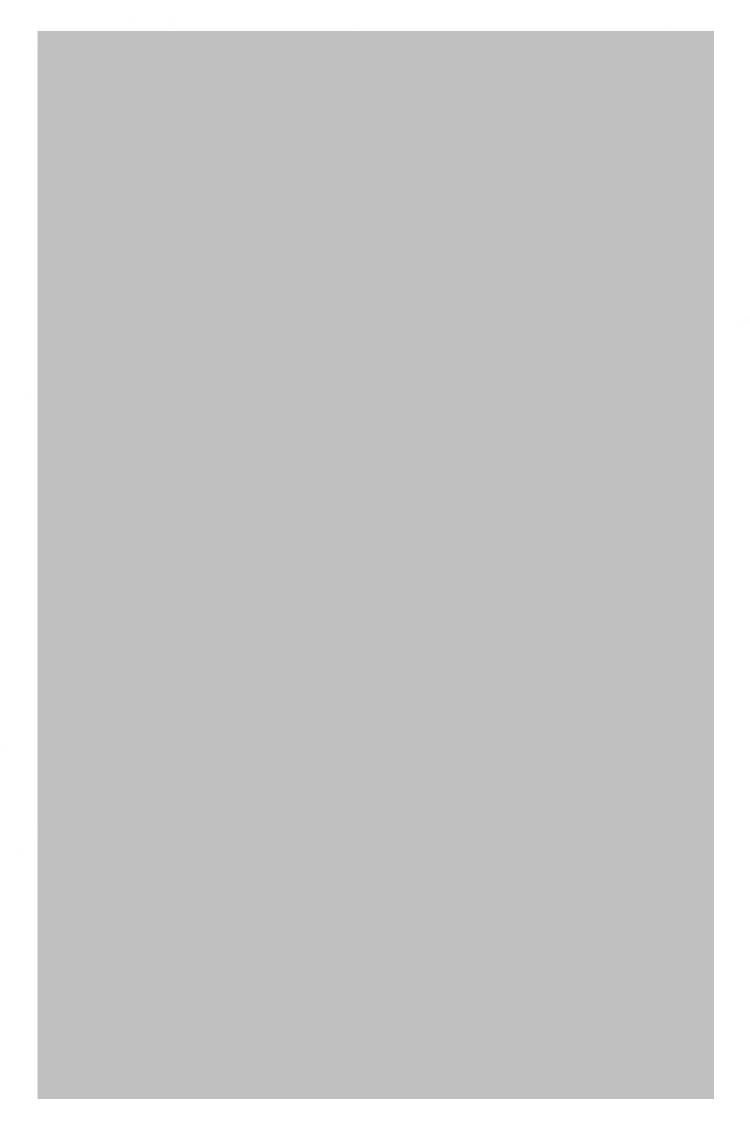




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I understand that these historical medical records were created by the body now called NIHRACs and that NIHRACs	
previously agreed for these records to be shipped to the DIRD for storage on its behalf, given the lack of stable and adequate storage options on the island.	s42







Dear	X
Dom	4 1

Thank you for your email of X Date 2017.

The Department of Infrastructure and Regional Development has asked me to reiterate to you the apology it issued to the Norfolk Island community on 25 May 2017 for the manner in which the transfer of records was handled. The Department of Infrastructure sincerely regrets the concern that the removal of records caused the community.

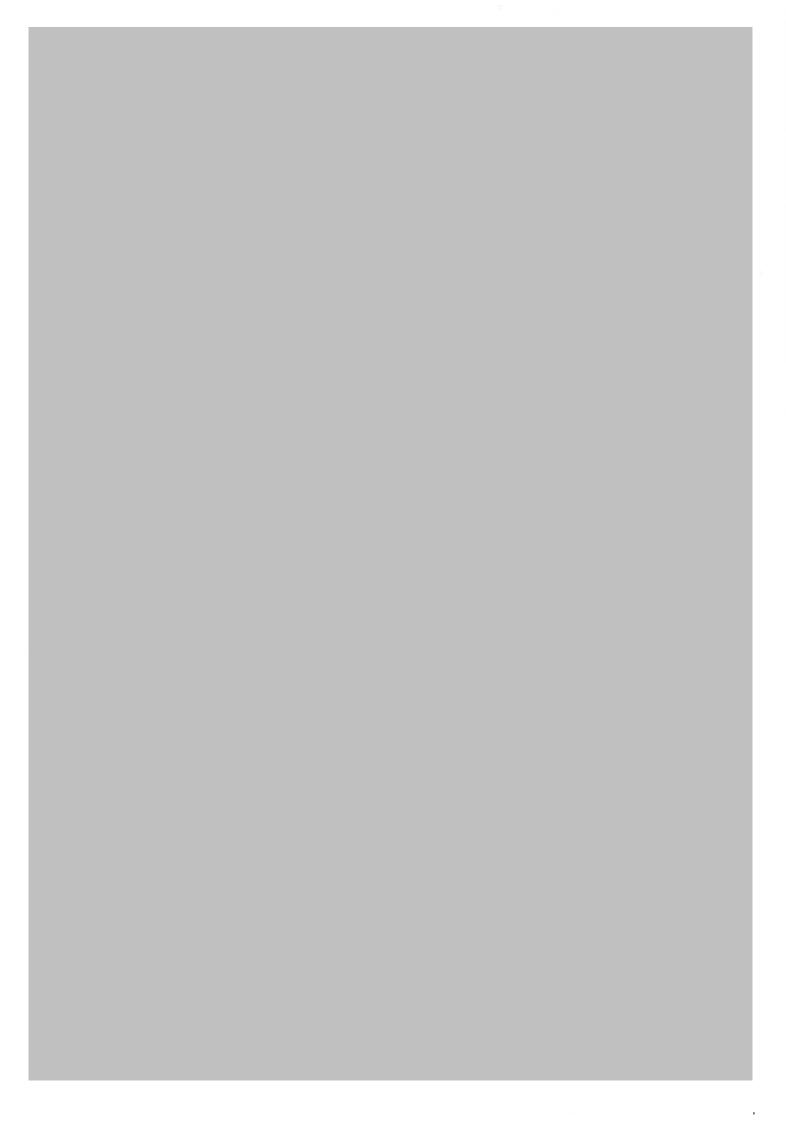
Some old and inactive files were stored in the Old Bakery building at the Norfolk Island Health and Residential Aged Care Service (NIHRACS). The records had to be moved from this building so asbestos could be removed and other works completed.

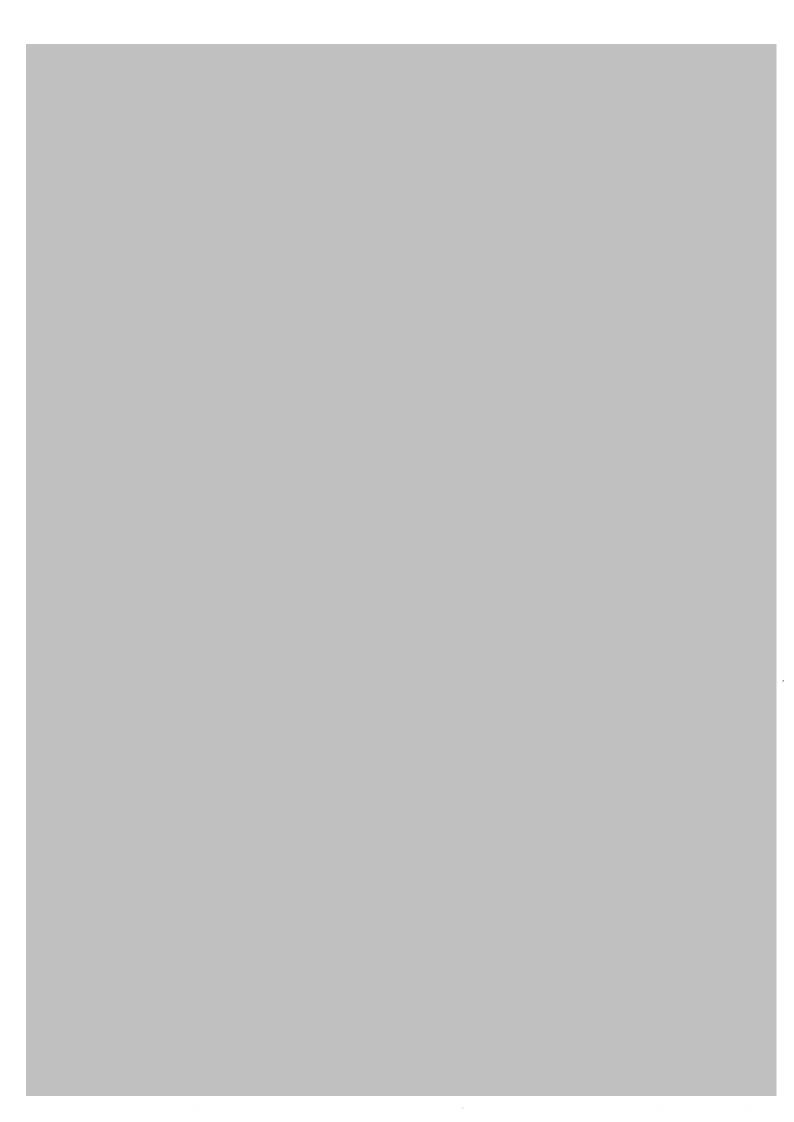
Unfortunately there was no secure location on Norfolk Island where such a large quantity of records could be stored safely and securely while the asbestos was removed. The Department therefore transferred the records to secure storage in Brisbane, where they remain.

The records will be returned to Norfolk Island once there is secure storage on the Island for the records, likely in the next few months.

The records of NIHRACS are Commonwealth records under the *Archives Act 1983* (Cth). This Act requires the Commonwealth to preserve these records.

The removal of the records to secure storage in Brisbane was intended to make sure the records are protected and stored securely.





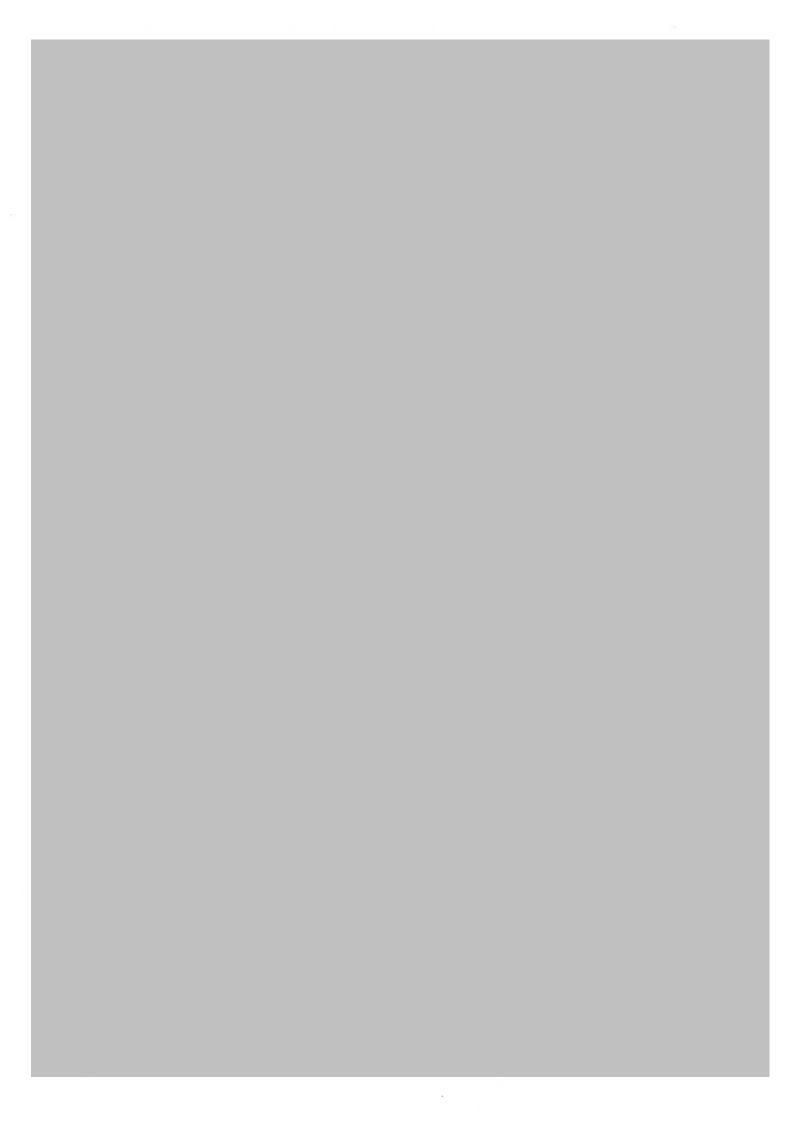




Let me know if you want anything else included in Departmental column — mentioned you provided other points re relocation of records, not sure if they're pertinent for my purposes or now. I'll use this as a basis for now.
- You will need to consider this information in addition to points that has already provided on the rationale for relocating the medical records
The summary of the visit undertaken last year by the National Archives is below, and I have attached their full report.
In short:
 There was/has been little transfer of knowledge between NI records managers and other areas of the Administration on records conservation. This may be the reason why medical records were held in such sub optimal conditions.
 National Archives staff did not recommend that any more files be stored in the established records stores (Guard House and ANZCAN buildings) until the mould situation was controlled.
the estimated 102 shelf metres of medical records housed in the Old Bakery Building.







Sent:	Monday, 15 May 2017 5:12 PM
To: Subject:	FW: Transport of Asbestos contaminated documents by Air [SEC=UNCLASSIFIED]
Attachments:	UN 2590 Asbestos, chrysotile, Packing Instruction 958.pdf
_	
Hi	
	elow indicate the ACM can be relocated on a cargo aircraft, 200 kg per package, would know, or if not Toll will know what documentation needs to be a fairly straight forward.
Cheers	
Subject: FW: Transport of Asbest	os contaminated documents by Air [SEC=UNCLASSIFIED]
FYI Process for transporting AC	M.
How are we going with looking in	to the possibility of removing the ACM waste (we have generated) from island?
Cheers	60 127
Sent: Wednesday, 12 April 2017	L0:13 AM
Subject: RE: Transport of Asbesto	s contaminated documents by Air [SEC=UNCLASSIFIED]
UNCLASSIFIED	
Good morning	
· · · · · · · · · · · · · · · · · · ·	one calls. I have attached a pdf which contains the Dangerous Goods information the relevant Packing Instruction (yellow page).

As discussed, you will need to have a qualified Dangerous Goods Pack person to complete the packing and documentation. The outer packaging will need to be in one of the UN specified packages listed in the Packing Instruction. Also the packaging will require the normal labels and markings for Dangerous Goods shipments.

Once packed correctly, the consignment is already permitted on a passenger aircraft so no special approvals are required.

I hope this information helps but please feel free to call or email me at any time.

Cheers

CASA\Aviation Group

260 Elizabeth St, Sydney NSW 2010 GPO Box 2005, Canberra ACT 2601

www.casa.gov.au



Dangerous Goods Regulations

PACKING INSTRUCTION 957 (continued)

Single packagings are permitted.

UN Number	Net quantity per package Passenger aircraft	Net quantity per package Cargo Aircraft Only					
UN 2211, Polymeric beads, expandable	400.0 to	700.0 (
UN 3314, Plastics moulding compound	100.0 kg	200.0 kg					

	SINGLE PACKAGINGS														
Туре		Dru	ims		Boxes										
Desc.	Steel Aluminium Plywood		Fibre	Wood	Plywood	Reconstituted wood	Fibreboard	Other metal							
Spec.	1A1 1A2	181 182	1D	1G	4C1 4C2	4D	4F	4G	4N						

PACKING INSTRUCTION 958

OPERATOR VARIATIONS: AM-09, EY-03, TU-04

This instruction applies to UN 2071 and UN 2590 on passenger aircraft and Cargo Aircraft Only.

The General Packing Requirements of Subsection 5.0.2 must be met.

Compatibility Requirements

substances must be compatible with their packagings as required by 5.0.2.6.

Closure Requirements

closures must meet the requirements of 5.0.2.7.

Additional Packing Requirements

- all rigid packagings must be sift-proof;
- for UN 2590 bags must be palletised and unitised by methods such as shrink wrapping in plastic film or wrapping in fibreboard secured by strapping.

Single packagings are permitted.

UN Number	Quantity per package Passenger aircraft	Quantity per package Cargo Aircraft Only
UN 2071, Ammonium nitrate fertilizers	200.0 kg	200,0 kg
UN 2590, Asbestos, chrysotile		

SINGLE PACKAGINGS																			
Туре	Drums					Jerricans			Boxes							Bags			
Desc.	Steel	Alumin-	Ply- wood	Fibre	Plastic	Other	Steel	Alumin- ium	Plastic	Steel	Alumin- ium	Wood	Ply- wood	Recon- stituted wood	Fibre- board	Plastic	Other	Plastic	Textile
Spec.	1A2	182	1D	1G	1H2	1N2	3A2	3B2	3H2	4A	48	4C1 4C2	4D	4F	4G	4H2	4N	5H3 5H4	5L3

PACKING INSTRUCTION Y958

OPERATOR VARIATIONS: AM-09, DE-01, GA-03, GF-04, KC-11, LH-01, LX-02, MH-14, OS-03, OU-04, PX-10, SW-02, TN-04, UX-02, VO-03, VT-01, WY-04, XG-01, XK-03, XQ-01

This instruction applies to Limited Quantities of UN 2071.

The General Packing Requirements of Subsections 2.7.5, 5.0.2 to 5.0.4 (with the exception of 5.0.2.3, 5.0.2.5, 5.0.2.11 and 5.0.2.14.2) must be met except that the packagings do not have to meet the marking and testing requirements of



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From: Sent: Tuesday, April 11, 2017 12:47:26 PM

To: Cc:

Subject: Transport of Asbestos contaminated documents by Air [SEC=UNCLASSIFIED]

Good Afternoon

As discussed, the department is required to transport by air documents, which have been stored in a building contaminated by loose Asbestos from Norfolk Island back to Canberra. Due to processes on Norfolk Island whereby sea freight is loaded via lighters onto cargo ships by unskilled staff, it is not possible to transport by sea.

The documents will be removed from the building under the supervision of a hygienist and packaged as follows:

- 1. Sealed in double bags of polythene that are a minimum of 200 microns thick and labelled with an identifying number and a warning.
- 2. Placed into a small, rigid, airtight container displaying pictograms on the outside and the text 'Danger: may contain asbestos may cause cancer, causes damage to organs through prolonged or repeated exposure'.
- 3. Placed into a second, unlabelled outer box.

Options available to us via air would include a direct Norfolk Island to Sydney Flight via Air New Zealand or a freighter, which could be used to clear the backlog of freight in Sydney and Brisbane with the documents as return cargo.

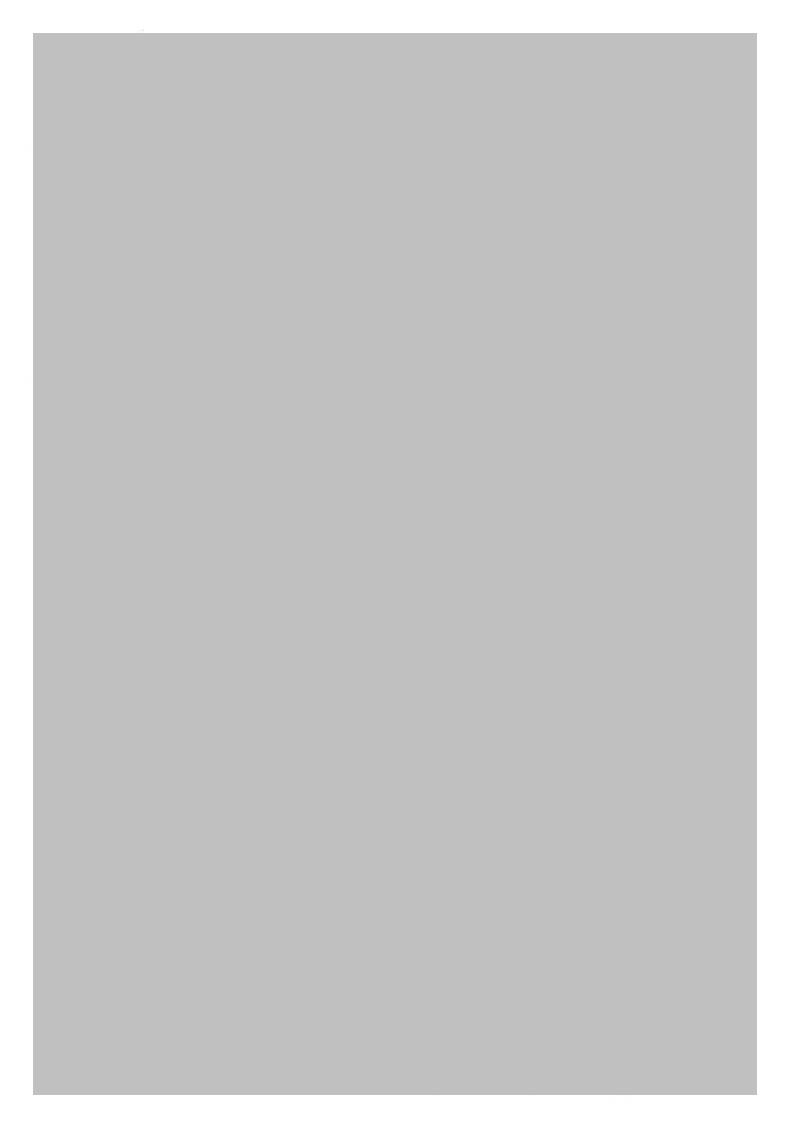
We are in contact with both the Asbestos Safety and Eradication Agency and the Department of Environment to ensure that we are aware of any conditions/permits required and they have advised that we also need to seek advice from CASA.

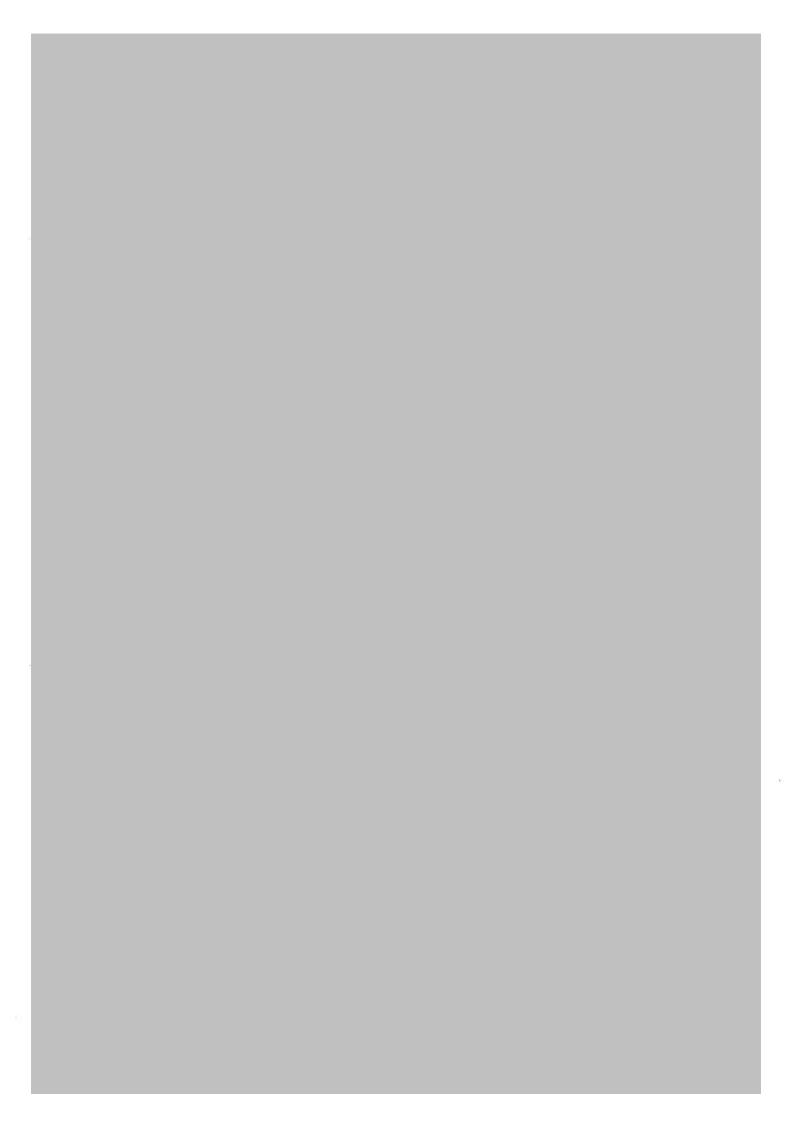
Your advice on any permits or requirements to undertake this activity would be much appreciated.

Thank you

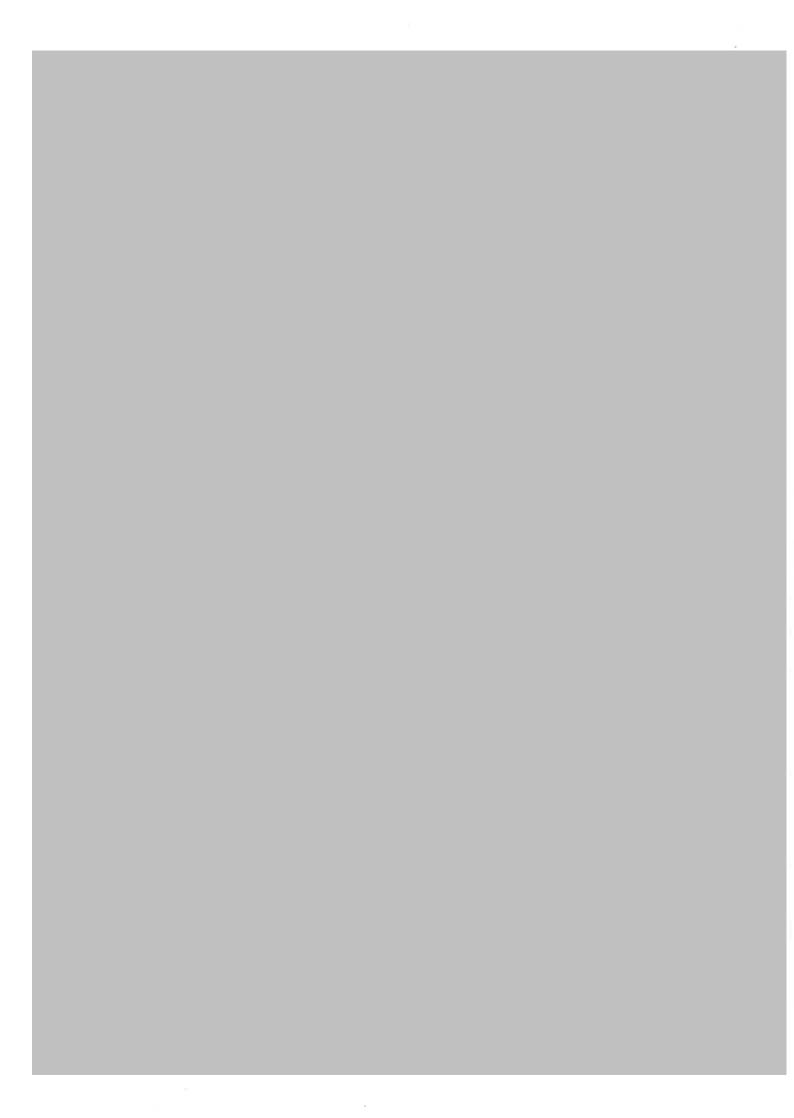
Local Government and Territories Division
Department of Infrastructure and Regional Development
GPO Box 594, Canberra ACT 2601

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Unclassified



Australian Government

Department of Infrastructure and Regional Development

MINUTE

Director Capital Works Norfolk Island Branch

Subject: Engage Relocation Laws for the secure repackaging of archive records for return to Norfolk Island

F ose:

To seek your approval to engage Relocation Laws Pty Ltd, at a cost of \$7,994.12 to project manage the un-pack and repackaging of archive records secure return to Norfolk Island.

Key Issues:

- The Old Bakery Building (OBB) has been identified as the most appropriate storage facility on Norfolk Island to rehouse the Norfolk Island Health and Residential Aged Care Service (NIHRACS) archived records. The archived records are currently being stored in a Custom Bond store on the mainland whilst appropriate storage was being secured on Norfolk Island.
- The hospital records were stored in the OBB, prior to their relocation to the mainland to facilitate the removal of asbestos from the building.
- The OBB has been rebuilt to meet work health safety and archive standards.

For your consideration.

Assistant Director Norfolk Island Capital Works

25 October 2017

·	Unclassified

Senior Procurement Adviser | Grants and Procurement (GAP) Team Financial Services Branch | Corporate Services Division Department of Infrastructure and Regional Development GPO Box 594, Canberra ACT 2601

Unclassified



Australian Government

Department of Infrastructure and Regional Development

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Subject: Engage Relocation Laws for the secure repackaging of archive records for return to Norfo	olk Island
Purpose:	
Key Issues:	
	1
 archived records are currently being stored in a Custom Bond store on the mainland whilst appropriat was being secured on Norfolk Island. The hospital records were stored in the OBB, prior to their relocation to the mainland to facilitate the asbestos from the building. 	
F	
Assistant Director Norfolk Island Capital Works	
25 October 2017	
Recommended Action:	
I recommend that you:	

1. Agreed / Not Agreed / Discuss

3. Approve / Not Approved / Discuss

2. Noted / Discuss

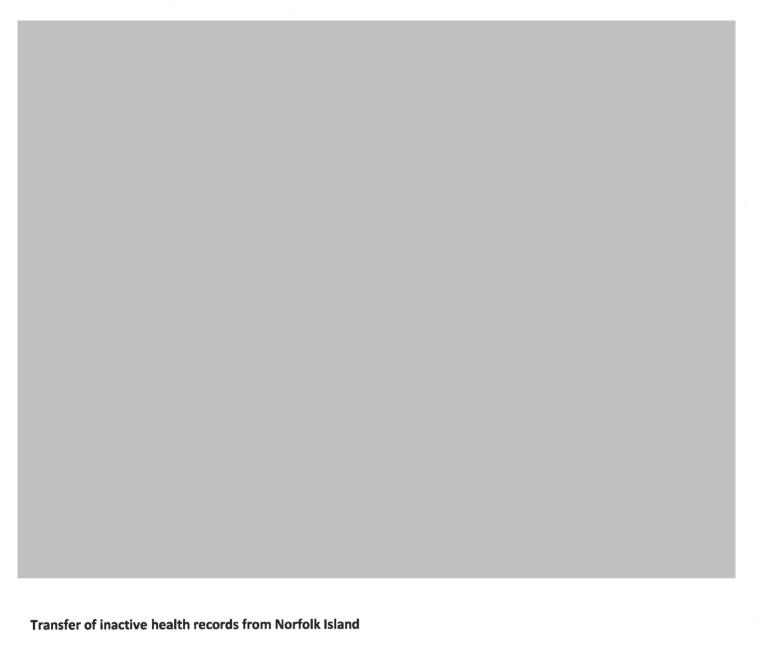


Return of Archived Health to Norfolk Island

On 25 May 2017 the Department advised the Norfolk Island community, that the health records transferred to the mainland for temporary storage, would be returned once an appropriate storage facility on Norfolk Island had been

arranged. The Department has since commenced the refurbishment of the Old Bakery Building at NIHRACS to rehouse the records.
As previously advised, asbestos was removed from the Old Bakery Building as part of the Department's 20167/17 Capital Works program. This activity resulted in the removal and disposal of all the building's external cladding, and to enable this to be undertaken without the risk of damaging or compromising the health records they were removed.

·		 Document 19



On 20 May 2017 the Department temporarily relocated old, inactive health records from Norfolk Island.

This was because asbestos removal was due to begin this week at the Old Bakery building, where the records were stored.

The records cannot be returned to the building after this work is done given the building is unsafe and will also not meet the appropriate standards for storing private records securely.

We did not have an alternative storage facility ready which met the appropriate standards on Island. Given there was an empty cargo plane on Island about to return to the mainland, we took the opportunity to move the records without cost.

We will return the records once we have arranged appropriate storage on Norfolk Island. We anticipate this will happen within a couple of months.

No current records were moved. Only inactive medical records, financial records of the former Norfolk Island Hospital Enterprise and records of the former Hospital Board were moved.

We should have let the community know before we moved the records and we understand this has caused concern. We apologise for failing to properly communicate the move to the community before going ahead.

Please be assured the records are in secure storage in Brisbane and will be returned to the Island.



Sent:	Thursday, 25 May 2017 3:17 PM
To: Subject:	RE: Hospital Archived Records [SEC=UNCLASSIFIED]
	· · · · · · · · · · · · · · · · · · ·
Thank you	
That is good news. I will just sais published tomorrow.	y the following in my weekly press release "Keeping the Community Informed" whic
Director Norfolk Island who advises that as soon as apple returned. The records were	cerns re the recent removal off island of medical records, I have contacted Capital Works with the Department of Infrastructure and Regional Development, propriate file storage is identified on Norfolk Island the archived hospital records will removed from the Old Bakery Building to allow for extensive demolition due to the removed is suing a public statement on the matter."
Cheers,	
Norfolk Island Regional Council	
From: Sent: Thursday, 25 May 2017 4 To: Cc: Subject: Hospital Archived Rec	
Dear	
that as soon as appropriate file	forwarded your queries to me yesterday regarding the Department will issuing a public statement this afternoon advising the community storage is identified on Norfolk Island the archived hospital records will be moved from the Old Bakery Building to allow for extensive demolition due to the
Again apologies for the delay.	
Kind regards	
Norfolk Island Branch Local Department of Infrastructure	

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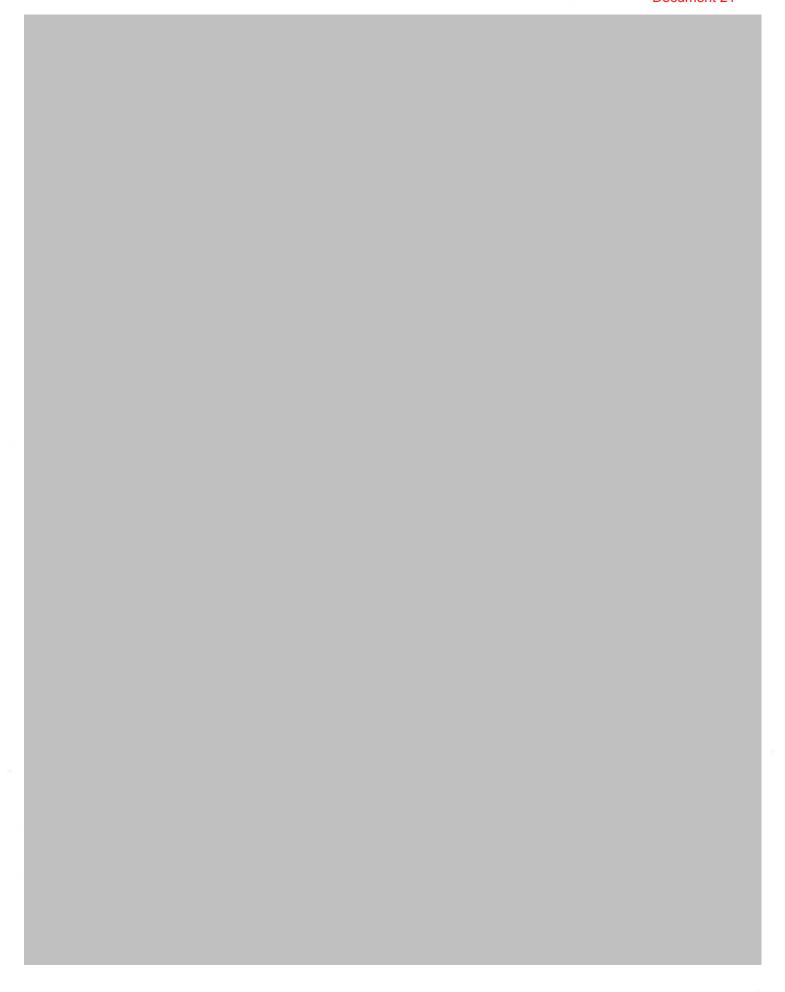
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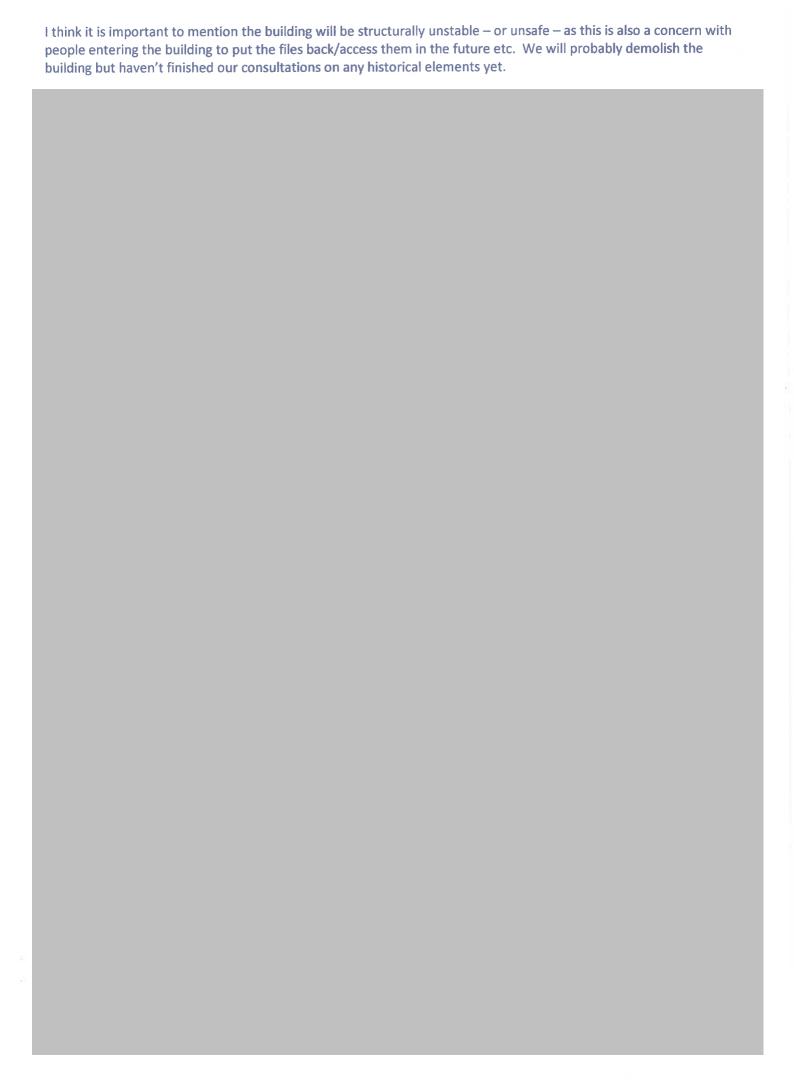
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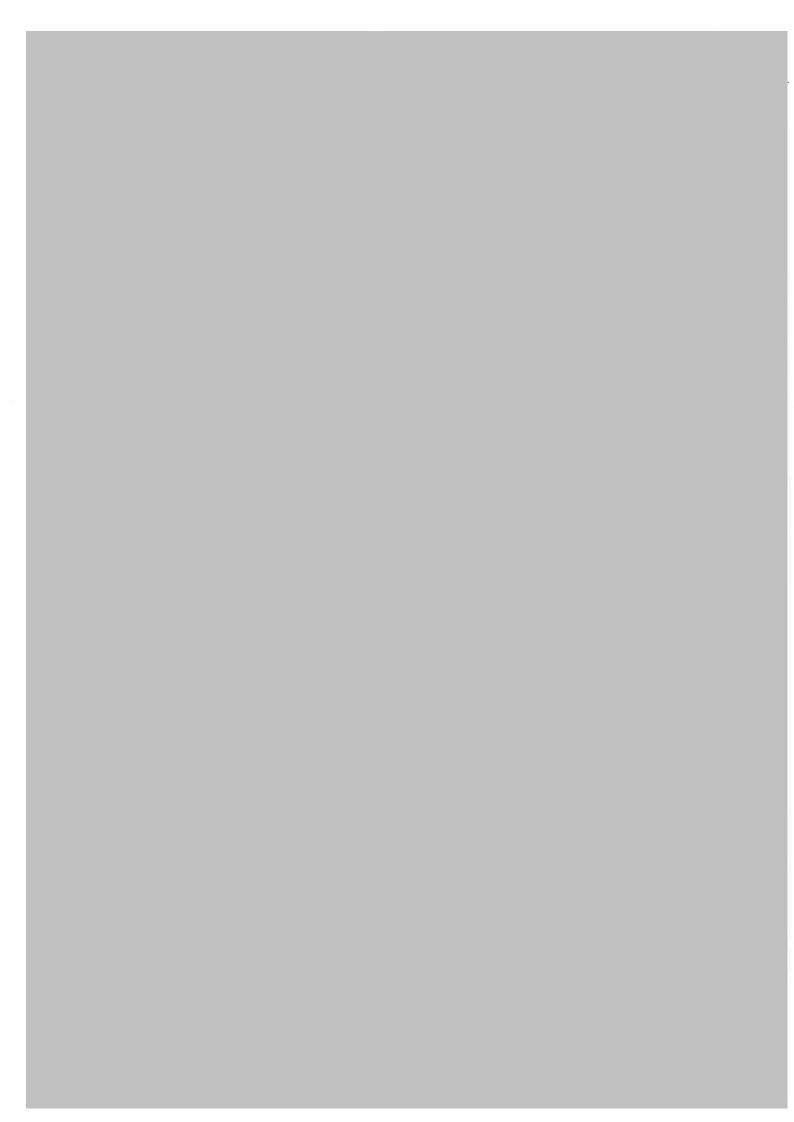
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Document 22
It's important to note that once these files hit our shore, the files must be handled and processed in line with the
Commonwealths archives act and this includes storage.
Cultificatives act and this includes storage.



The Branch has recently arran	aged the
relocation of records from Norfolk Island due to arrive here in Canberra next week.	ged the
Norfolk Island Branch Local Government and Territories Division	
Department of Infrastructure and Regional Development	
GPO Box 594, Canberra ACT 2601	
GPO Box 594, Canberra ACT 2601	
GPO Box 594, Canberra ACT 2601	

archived Medical Records As discussed previously the Old Bakery Building fabric contains asbestos contaminated material and as such will be
emoved shortly. The plan is to relocate all inactive and archived medical records stored in the Old Bakery Building
nd elsewhere in the hospital.
rovided you're happy with this arrangement, the plan is to pack the records into secure crates on Friday 19 May, hen relocate the records to the mainland

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Hi

Just further to our conversation, below is a summary of relevant info for communications.

- Archived/inactive records only were removed.
- Vast majority of records were housed in the Old Bakery Building which had been sealed and locked for a number of weeks due to planned Asbestos removal activities.
- Asbestos removal is scheduled for this week whilst the hygienist is on island to undertake air monitoring during the removal process.
- Removal of Asbestos Contaminated Material (external sheeting) will leave the building insecure and structurally unstable.
- Commonwealth has an obligation to appropriately store records.
- The removal of the archived records to the mainland was at no cost as the freighters were returning empty.

Norfolk Island Branch | Local Government and Territories Division Department of Infrastructure and Regional Development GPO Box 594, Canberra ACT 2601 Hi

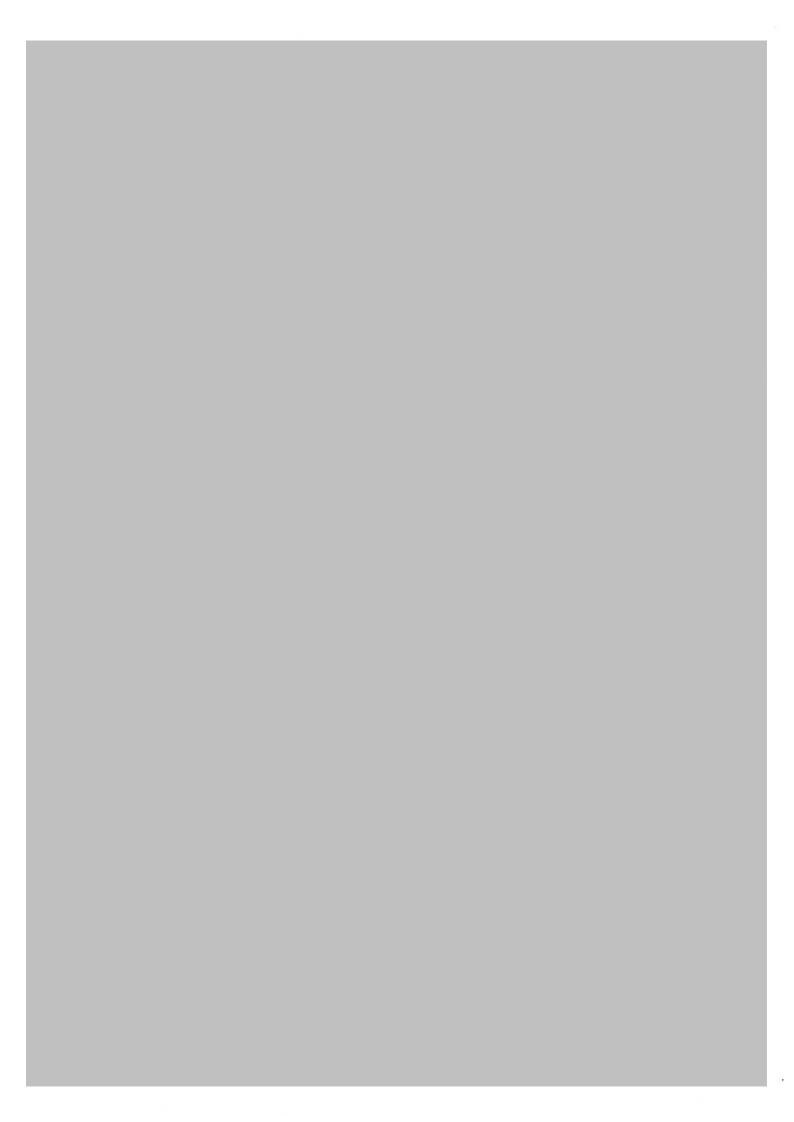
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- The removal of the archived records to the mainland was at no cost as the freighters were returning empty.

Cheers

Norfolk Island Branch | Local Government and Territories Division Department of Infrastructure and Regional Development GPO Box 594, Canberra ACT 2601

	As we are only removalists packing and moving files would like us to confirm that we may not need all of these documents.
(
Se To	
Cc Su	: bject: RE: Packing of Medical Records on Norfolk Island [SEC=UNCLASSIFIED]
Hi	
	ease see attached short form contract pertaining to the package and removal of medical files as quoted for the love listed project.



So sorry for the delayed response. I'm happy with the quotation, Manteena Security will be engaging Business Relocation Services, from Manteena are copied into this email. I note the detail in your quote refers to a standard office relocation rather than the scope of this project (as detailed in the email below) however, provided the staff are happy to take direction from me when on island, I'm fine with your proposal.	
In addition to the original scope (and as discussed with), could you please arrange for the transportation of the packed crates from Sydney to <u>62 Northbourne Ave Canberra</u> . There is no urgency; sometime the following week would be fine. Please adjust your quote to reflect the increased scope.	
The dates and sequence of the pack have been confirmed and are as follows:	
 BRS staff arrive Norfolk Island Friday 19 May on Air NZ Complete the pack Friday night 19 May Load and transport freight to airport morning of 20 May (Manteena to arrange the transportation of the crates from site to NI airport) 	
 BRS depart Norfolk Island Saturday 20 May on Air NZ BRS delivers crates to Canberra (22-26 May) 	
Manteena will be responsible for arranging:	
 Deliver of crates, skates and security tags to site on Friday 19 May, time TBC Securing the packed crates in the Old Bakery Building Friday night Transporting packed crates to the airport. 	
If you have any further questions about the scope, please don't hesitate to call me.	
Hi	
Can you please arrange the engagement of Business Relocation Services.	
Cheers	
r	
Norfolk Island Branch Local Government and Territories Division Department of Infrastructure and Regional Development GPO Box 594, Canberra ACT 2601	

2) C.



Manteena Security.

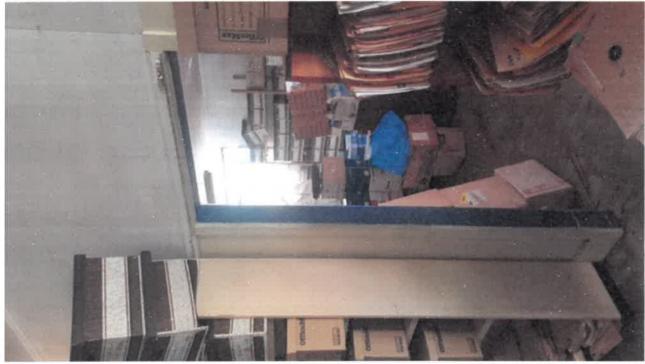
The records are currently located in a dilapidated building, and I won't lie to you – it's not pretty

The records are currently located in a dilapidated building, and I won't lie to you – it's not pretty (see attached photos). I'm guessing there is approximately 50-80 Lm of material, the material is in loose files and archive boxes (some damaged), Manteena has ordered 70 crates/scates and security ties to effect the relocation.

Manteena has recently undertaken extensive Asbestos testing in and around the building, and although there was some ACM detected in external cladding the inside of the building is safe.

 the packing material w 	ill arrive on a chartered Toll freighter ill be delivered to the building for pac eave the island on a chartered freigh	cking immediately.	







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As we are only removalists packing and moving files would like us to confirm that we may not need all of these documents.

Please also see attached SWMS.

Cheers



Office: 1300 92 94 40

9B, 81 Roberts Road, Chullora NSW 2190 PO Box 5517, Chullora NSW 2190 www.businessrelocationservices.com.au



















From:

Sent: Friday, 28 April 2017 3:14 PM

To:

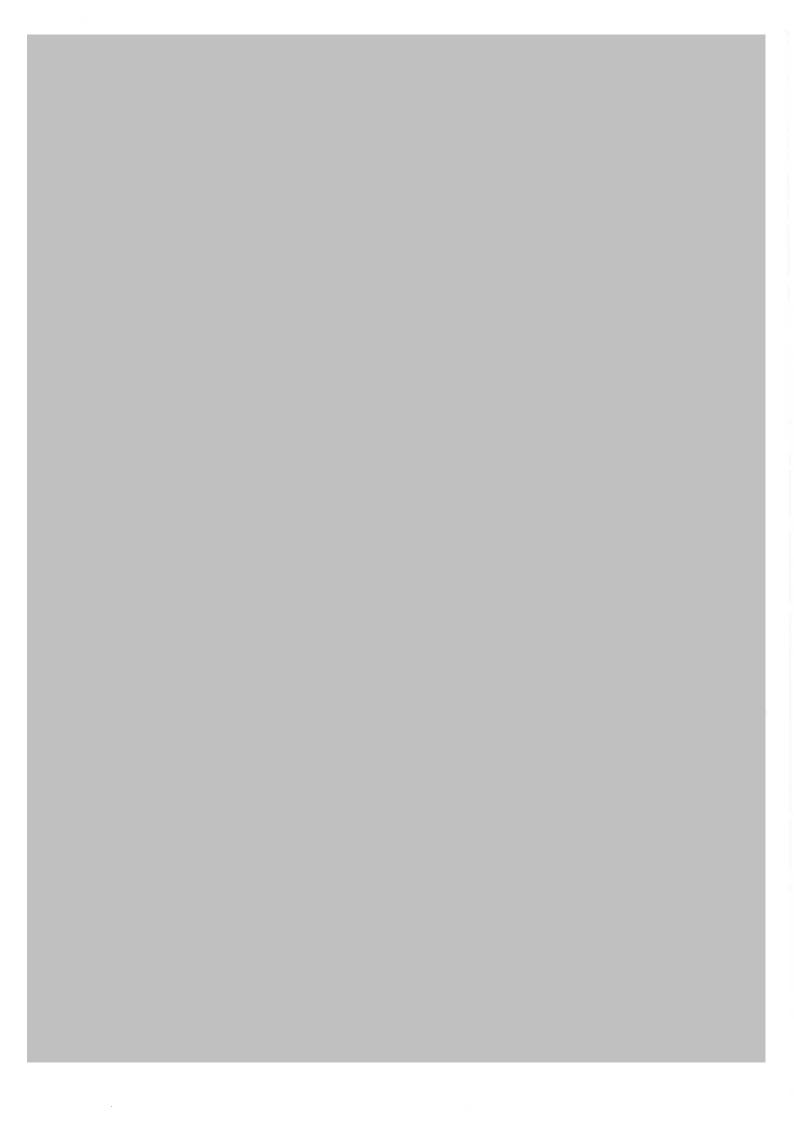
Cc:

Subject: RE: Packing of Medical Records on Norfolk Island [SEC=UNCLASSIFIED]

Hi

Please see attached short form contract pertaining to the package and removal of medical files as quoted for the above listed project.

Please sign and return at your earliest convenience.





Office: 1300 92 94 40

9B, 81 Roberts Road, Chullora NSW 2190 PO Box 5517, Chullora NSW 2190 www.businessrelocationservices.com.au

















From:
Sent: Thursday, 27 April 2017 7:31 PM
Subject: RE: Packing of Medical Records on Norfolk Island [SEC=UNCLASSIFIED]
Hi
So sorry for the delayed response. I'm happy with the quotation, Manteena Security will be engaging Business Relocation Services, from Manteena are copied into this email. I note the detail in your quote refers to a standard office relocation rather than the scope of this project (as detailed in the email below) however, provided the staff are happy to take direction from me when on island, I'm fine with your proposal.
The dates and sequence of the pack have been confirmed and are as follows:

- BRS staff arrive Norfolk Island Friday 19 May on Air NZ
- Complete the pack Friday night 19 May
- Load and transport freight to airport morning of 20 May (Manteena to arrange the transportation of the crates from site to NI airport)
- BRS depart Norfolk Island Saturday 20 May on Air NZ

Manteena will be responsible for arranging:

- Deliver of crates, skates and security tags to site on Friday 19 May, time TBC
- Securing the packed crates in the Old Bakery Building Friday night
- Transporting packed crates to the airport.

If v	ou have any	further o	luestions	about the	scope, p	lease o	don't	hesitate to	call me.
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Can you please arrange the engagement of Business Relocation Services.

Cheers

Norfolk Island Branch | Local Government and Territories Division Department of Infrastructure and Regional Development GPO Box 594, Canberra ACT 2601

Begin forwarded message: Subject: Packing of Medical Records on Norfolk Island [SEC=UNCLASSIFIED]

Further to our conversation earlier today, the Department of Infrastructure and Regional Development needs to relocate Archived records from Norfolk Island to the mainland. The removal of the records is part of a capital works program being managed on behalf of the Department by Manteena Security.

The records are currently located in a dilapidated building, and I won't lie to you – it's not pretty (see attached photos). I'm guessing there is approximately 50-80 Lm of material, the material is in loose files and archive boxes (some damaged), Manteena has ordered 70 crates/scates and security ties to effect the relocation.

Manteena has recently undertaken extensive Asbestos testing in and around the building, and although there was some ACM detected in external cladding the inside of the building is safe.

The plan is as follows:

Hi

- the packing material will arrive on a chartered Toll freighter on Sunday 21 May time TBA,
- the packing material will be delivered to the building for packing immediately.
- the packed crates will leave the island on a chartered freighter the next day.

Norfolk Island Branch | Local Government and Territories Division Department of Infrastructure and Regional Development GPO Box 594, Canberra ACT 2601

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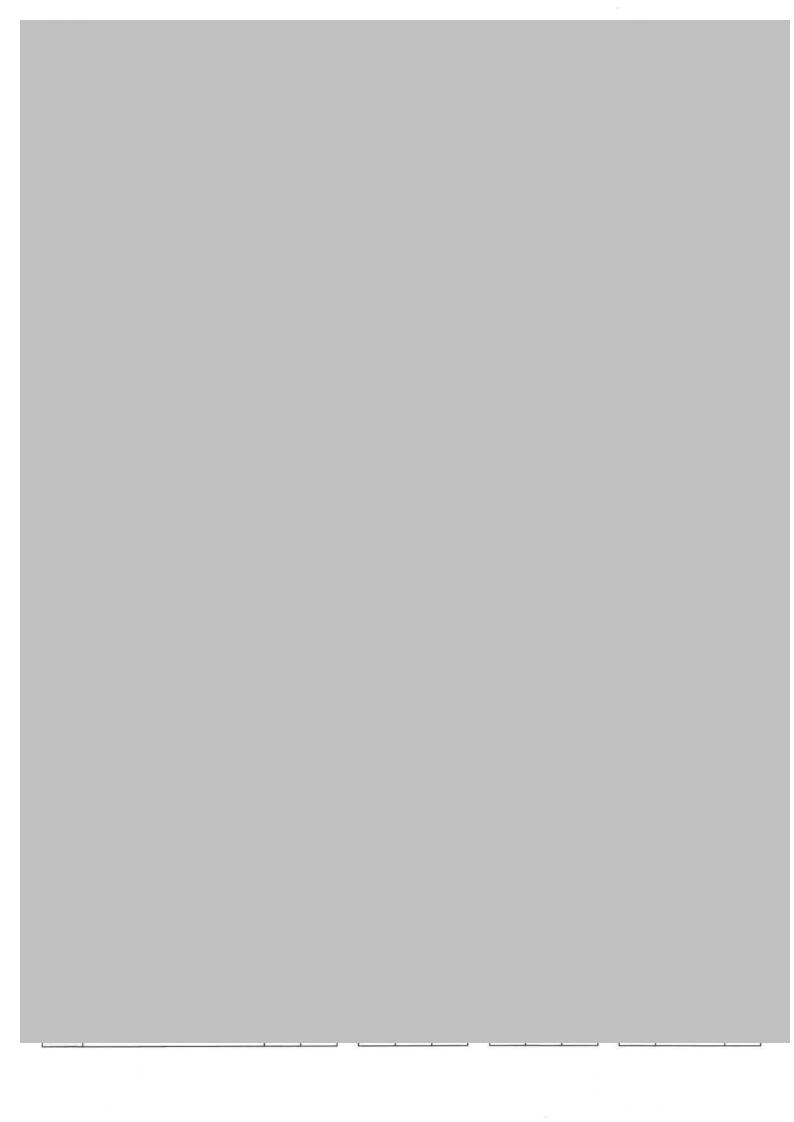
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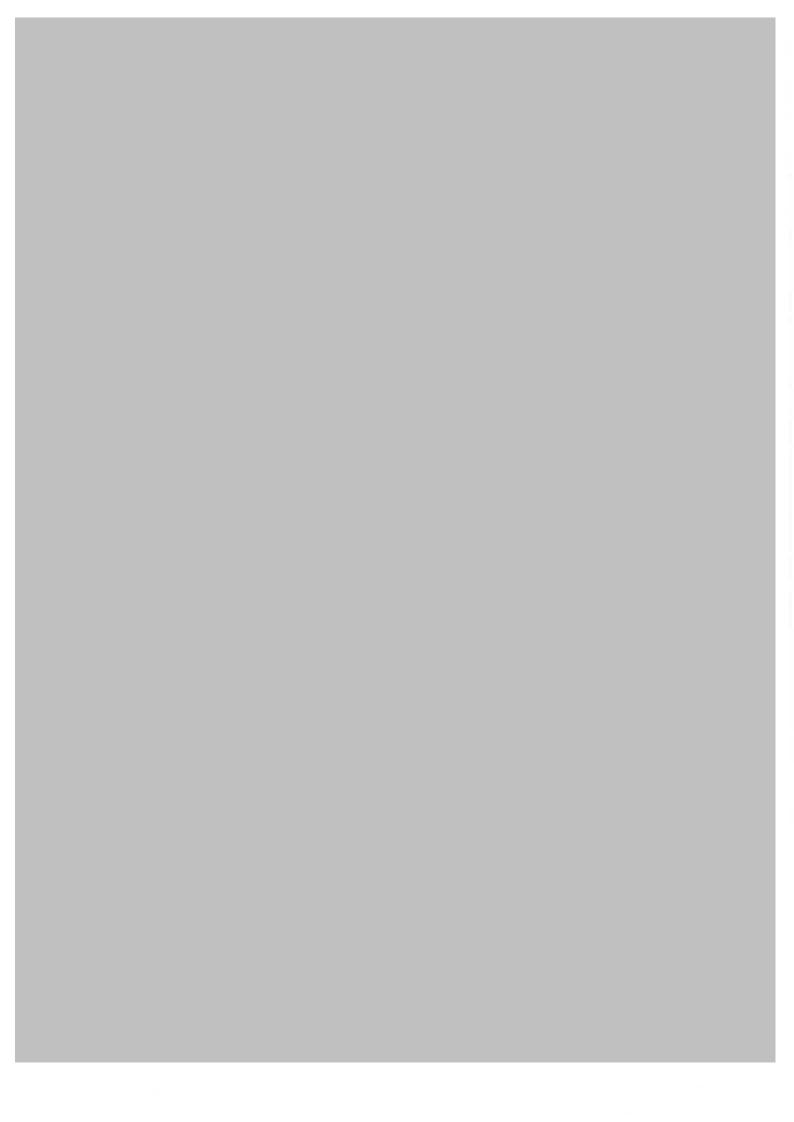
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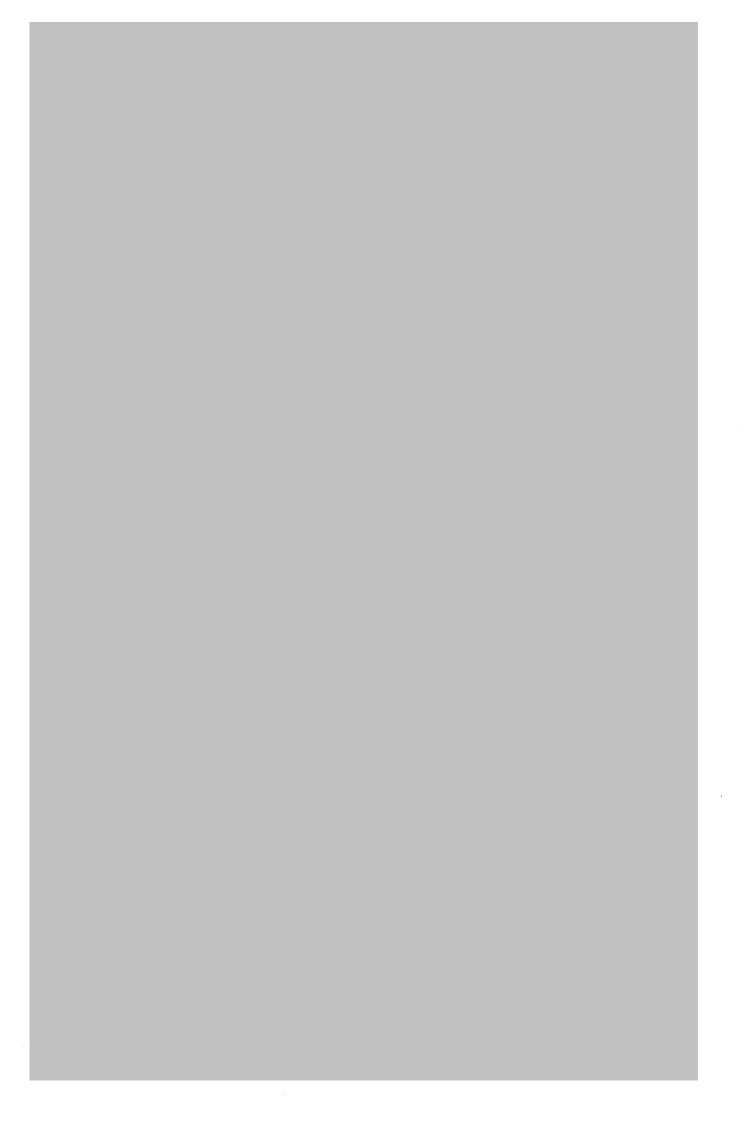
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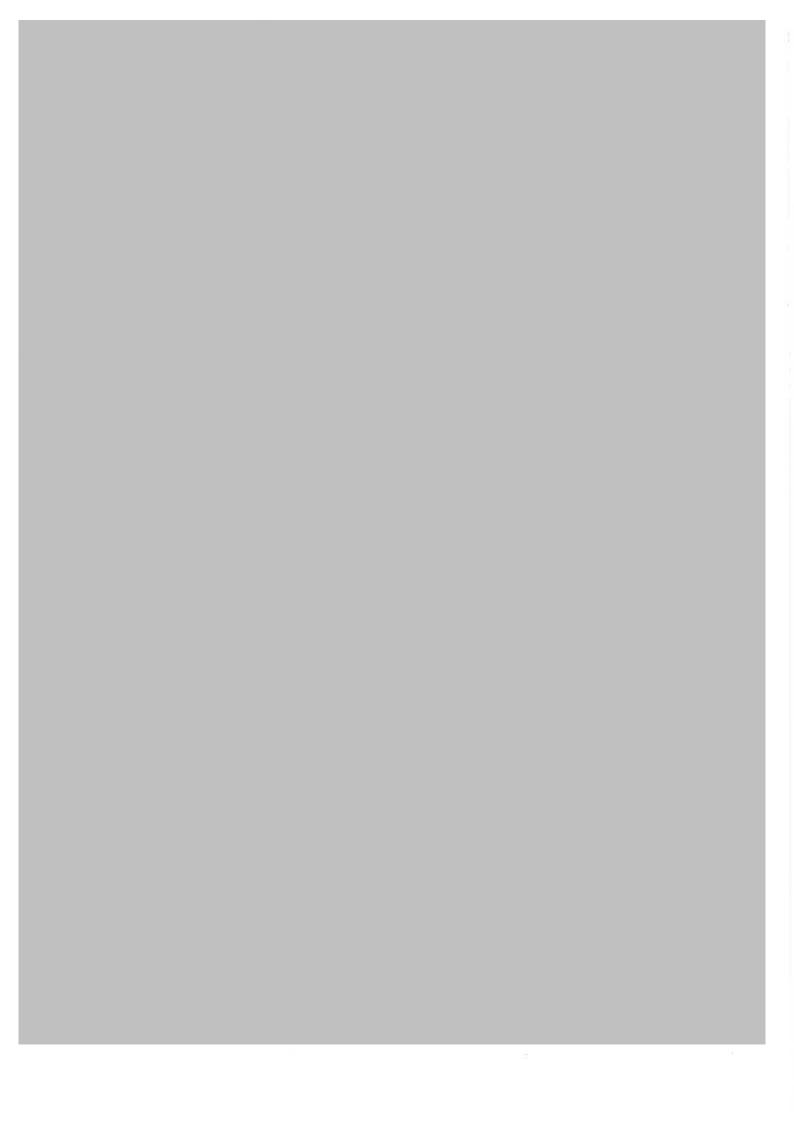
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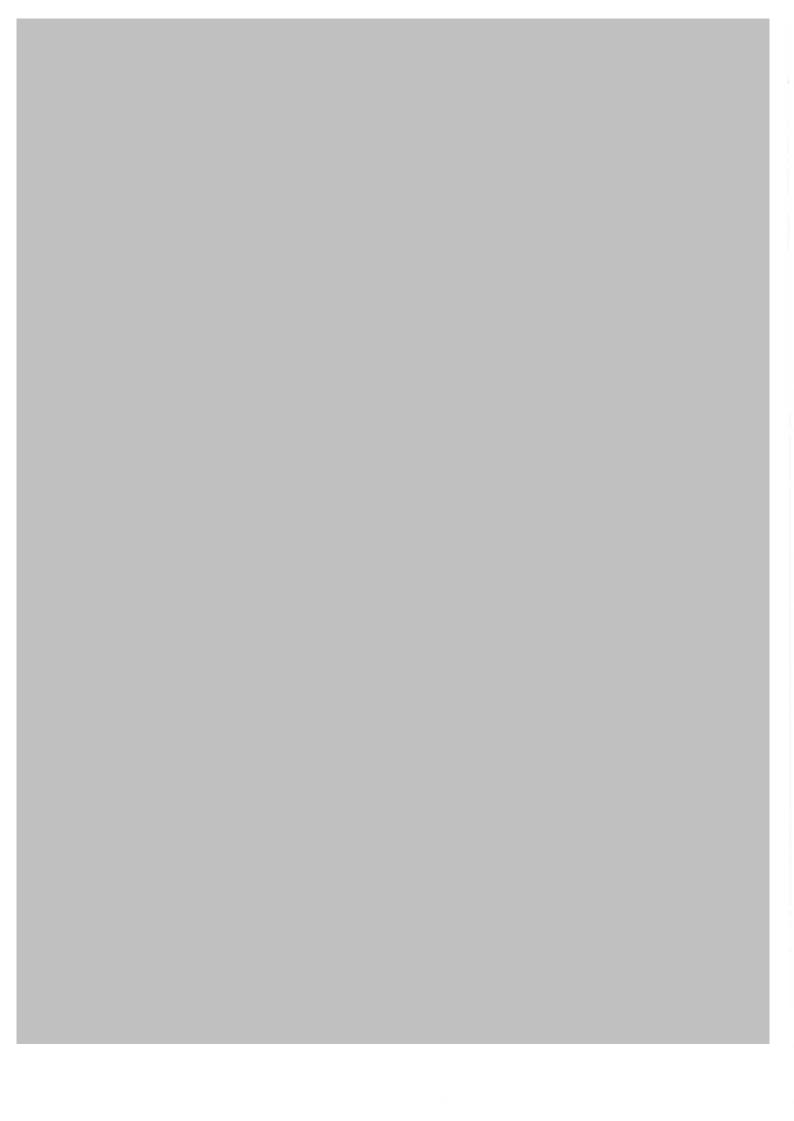


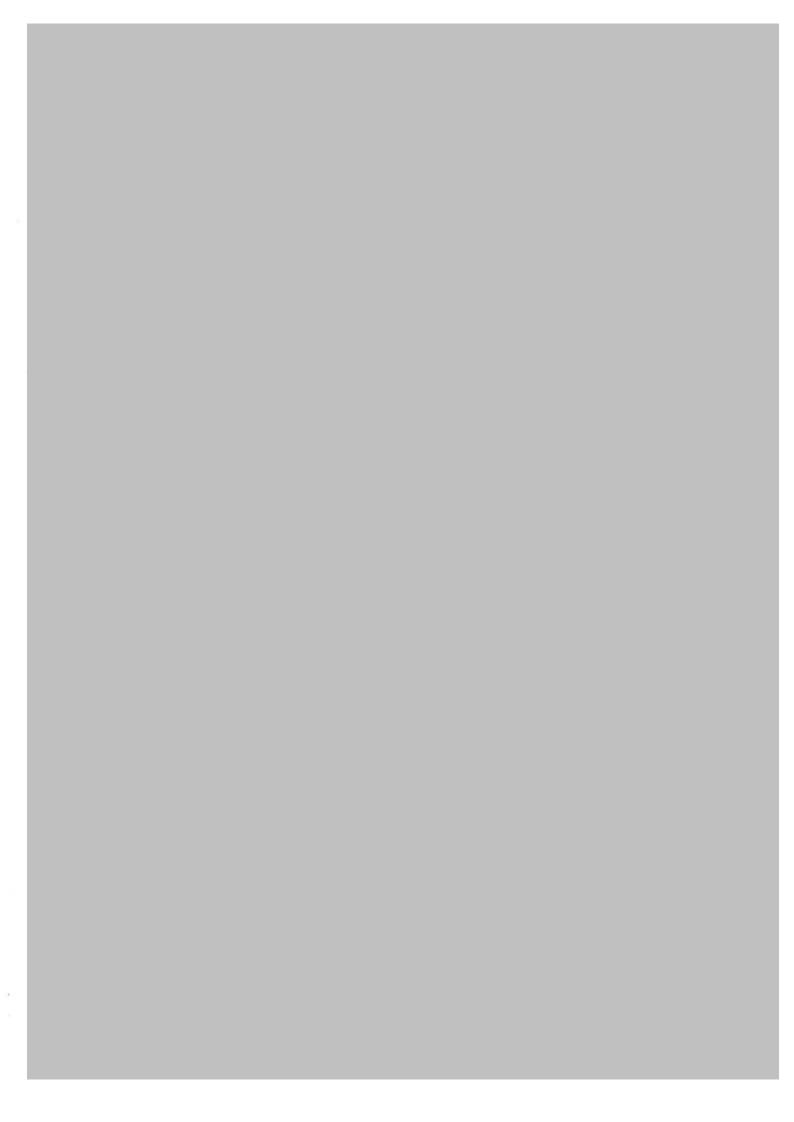


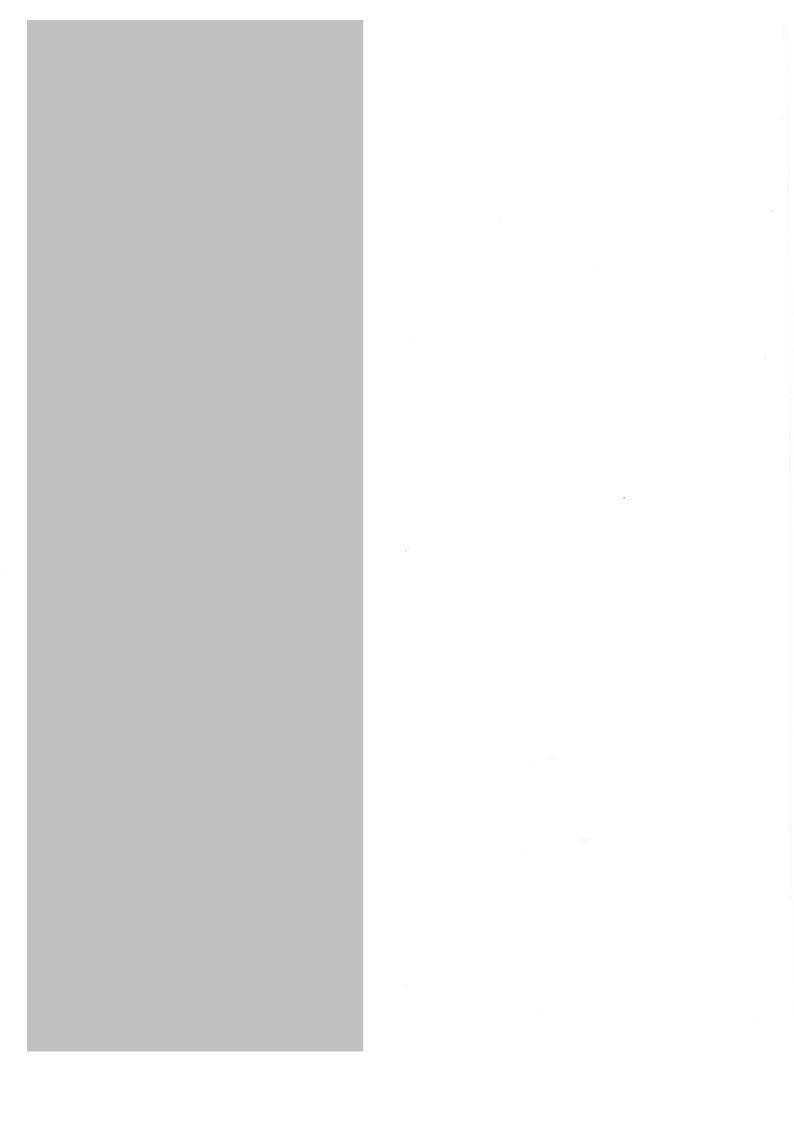


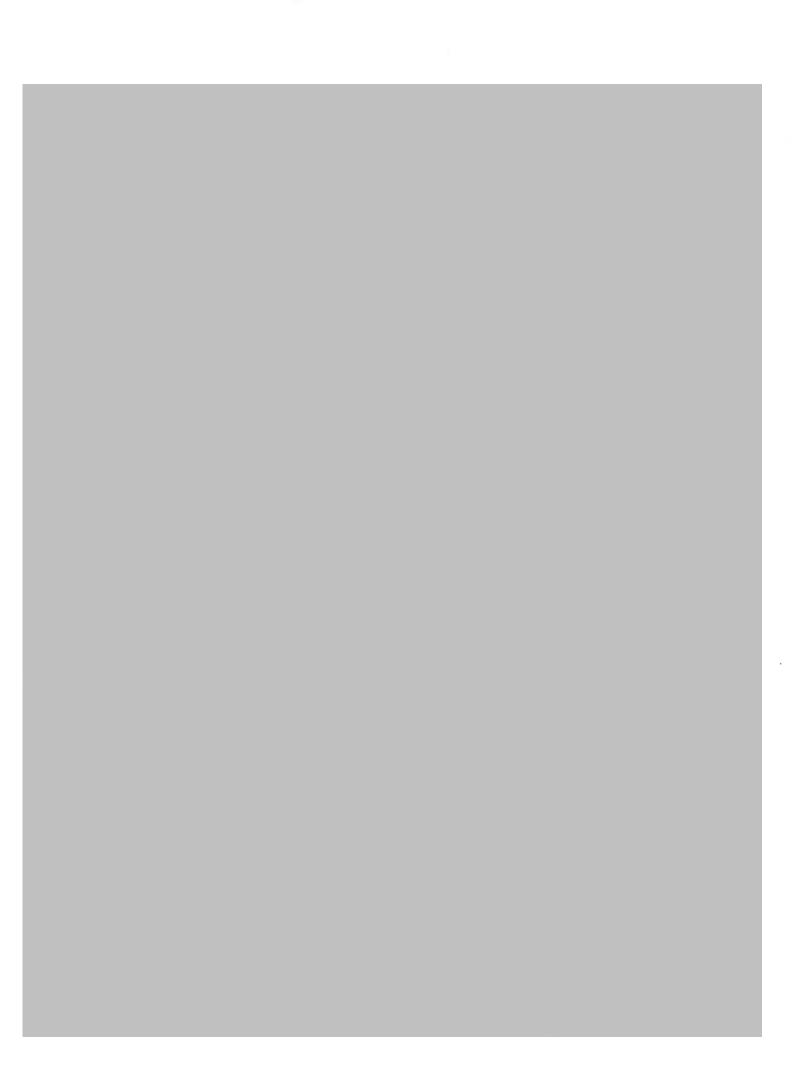


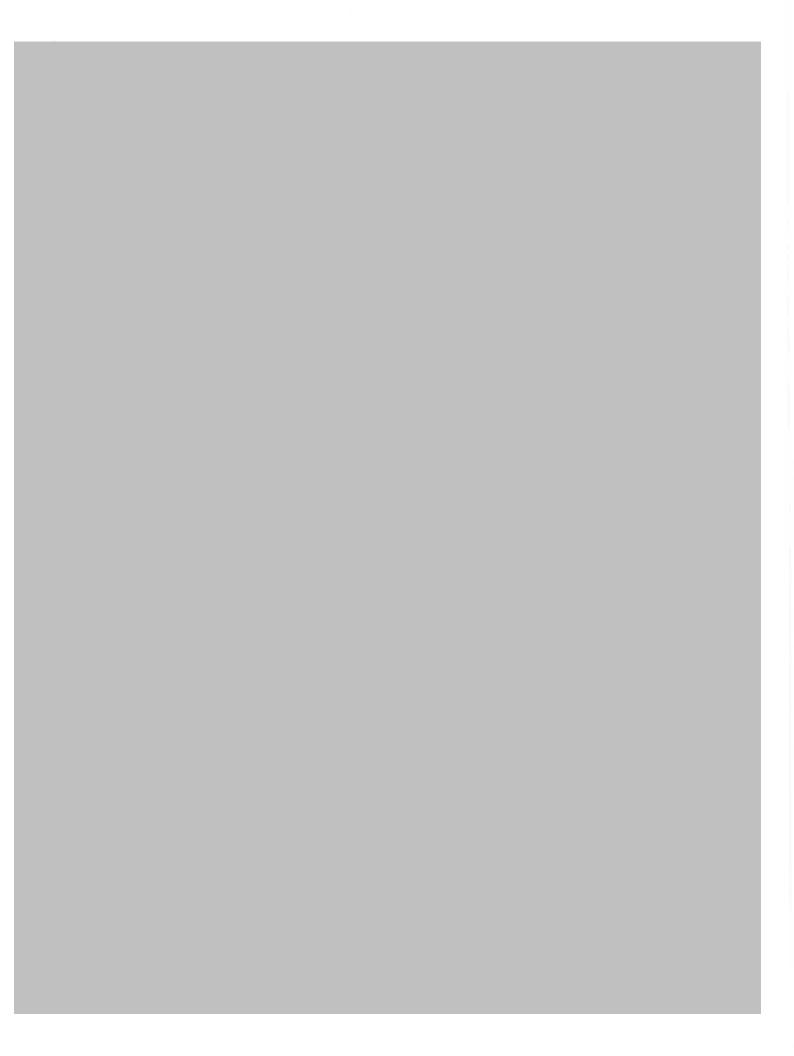




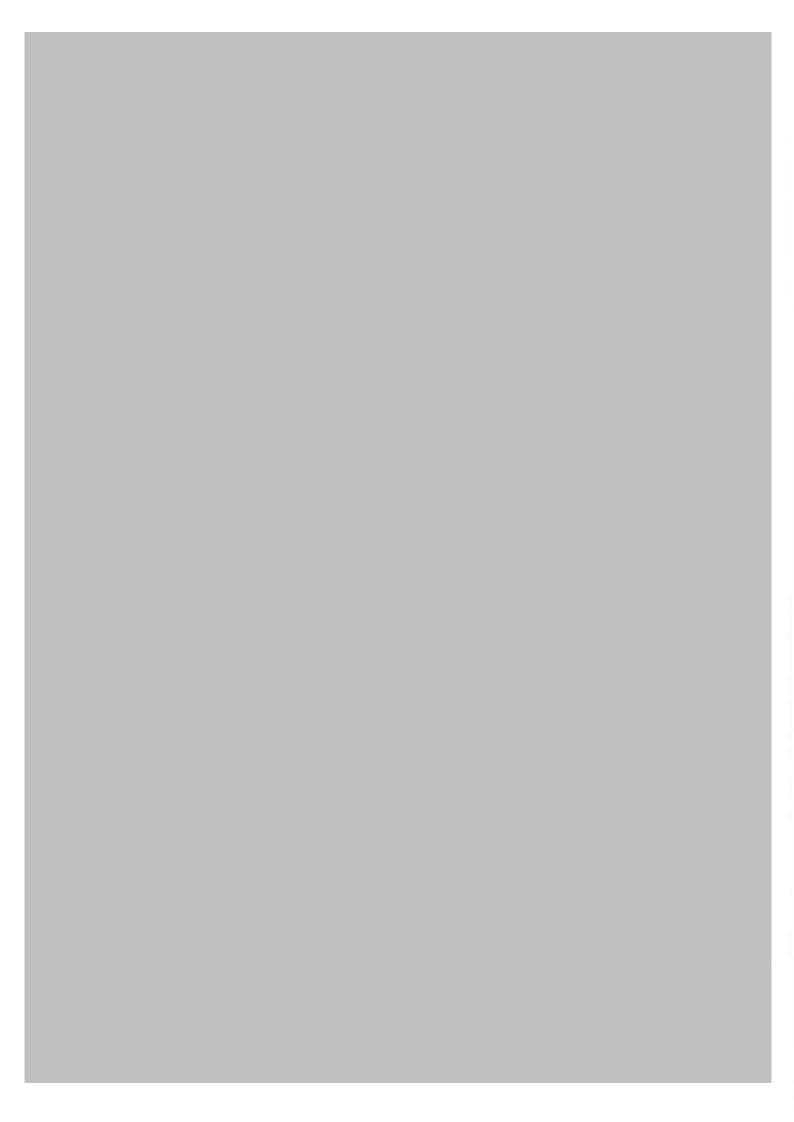








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From: Sent: Thursday, 27 April 2017 7:31 PM								
Subject: RE: Packing of Medical Records on Norfolk Island [SEC=UNCLASSIFIED]								
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a DDC depart Norfally Island Caturday 20 May on Air N7								

BRS depart Norfolk Island Saturday 20 May on Air NZ

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If you have any	, further c	questions	about the	scope,	please	don't	hesitate	to cal	l me.
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Can you please arrange the engagement of Business Relocation Services.

Cheers

Norfolk Island Branch | Local Government and Territories Division Department of Infrastructure and Regional Development GPO Box 594, Canberra ACT 2601

Begin forwarded message: Subject: Packing of Medical Records on Norfolk Island [SEC=UNCLASSIFIED]

Further to our conversation earlier today, the Department of Infrastructure and Regional Development needs to relocate Archived records from Norfolk Island to the mainland. The removal of the records is part of a capital works program being managed on behalf of the Department by Manteena Security.

The records are currently located in a dilapidated building, and I won't lie to you – it's not pretty (see attached photos). I'm guessing there is approximately 50-80 Lm of material, the material is in loose files and archive boxes (some damaged), Manteena has ordered 70 crates/scates and security ties to effect the relocation.

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- the packed crates will leave the island on a chartered freighter the next day.

Norfolk Island Branch | Local Government and Territories Division Department of Infrastructure and Regional Development GPO Box 594, Canberra ACT 2601

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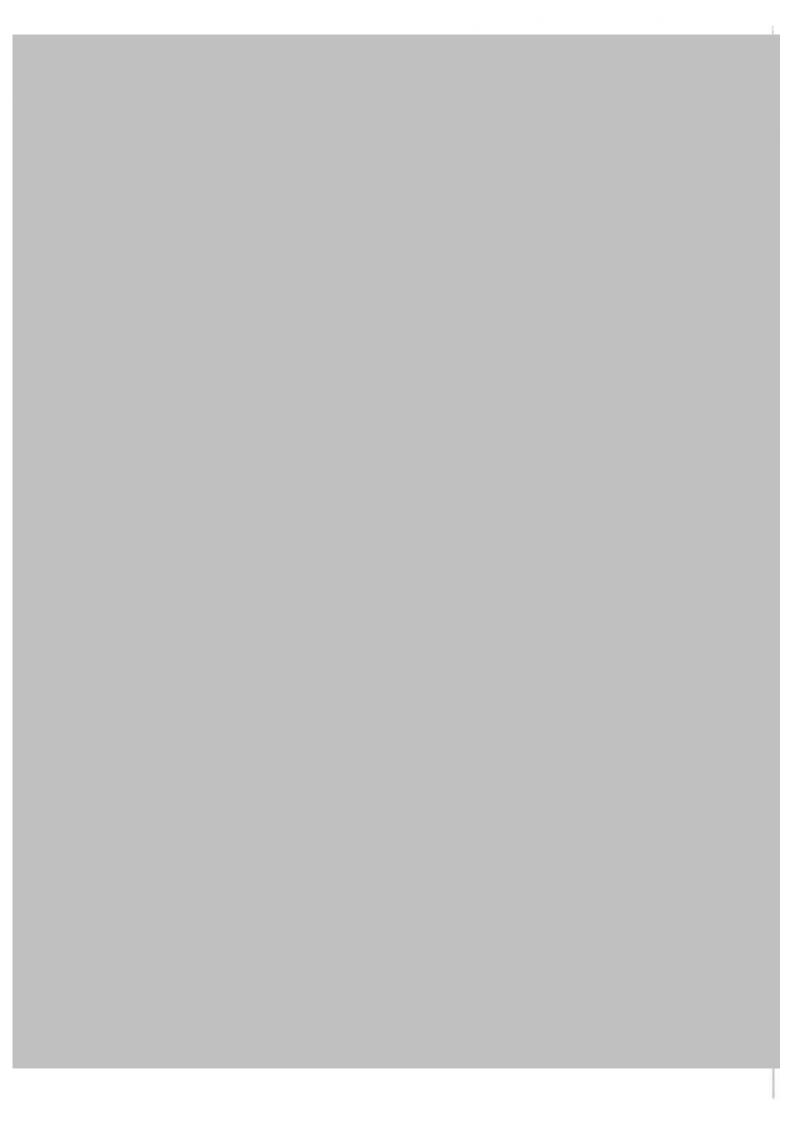
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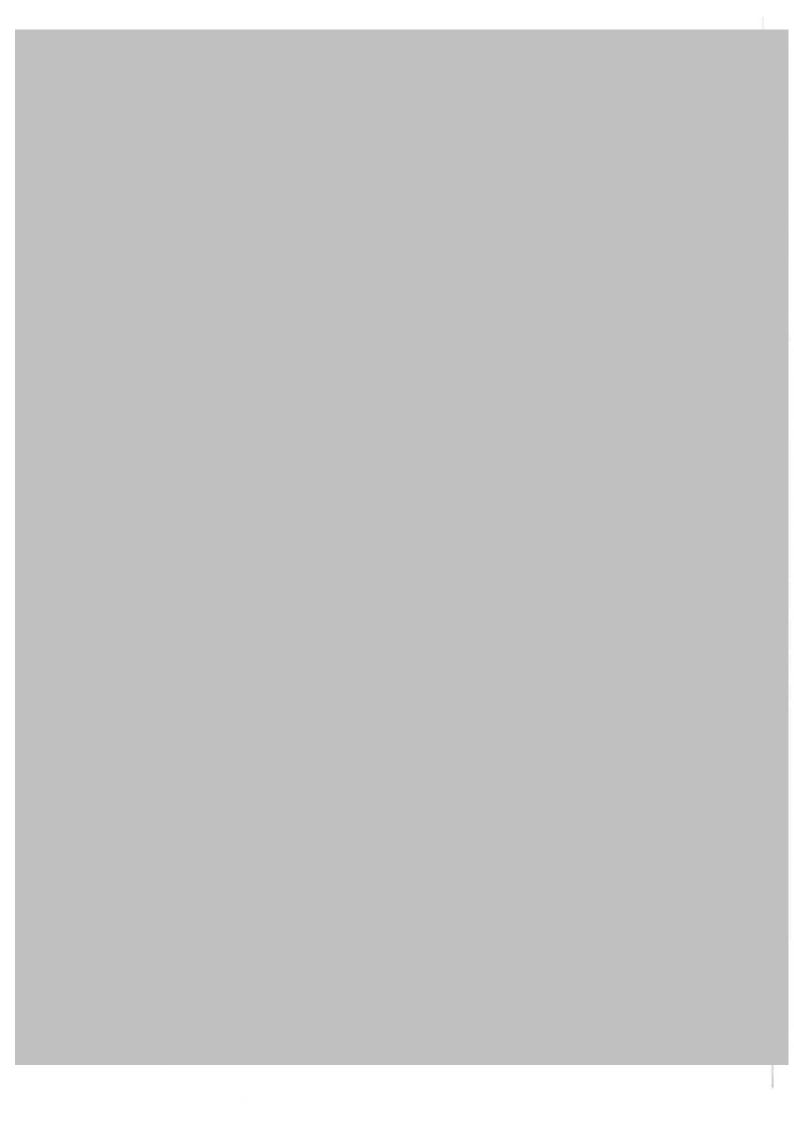
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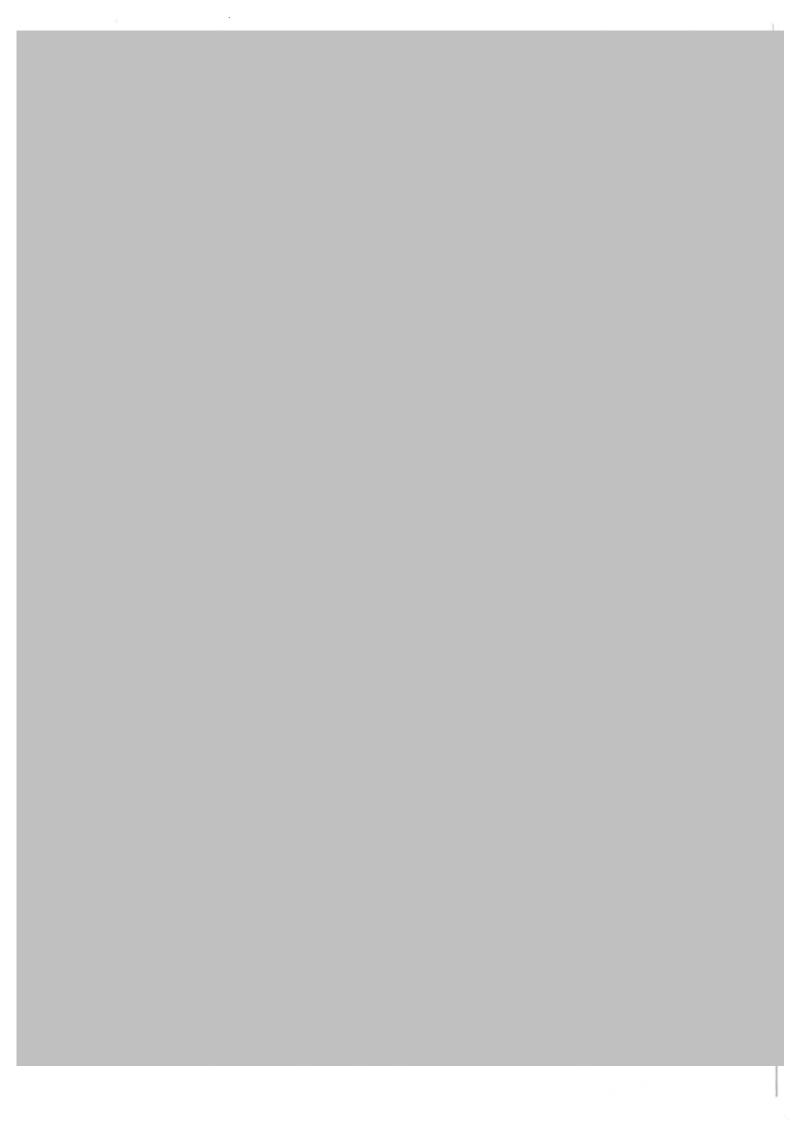
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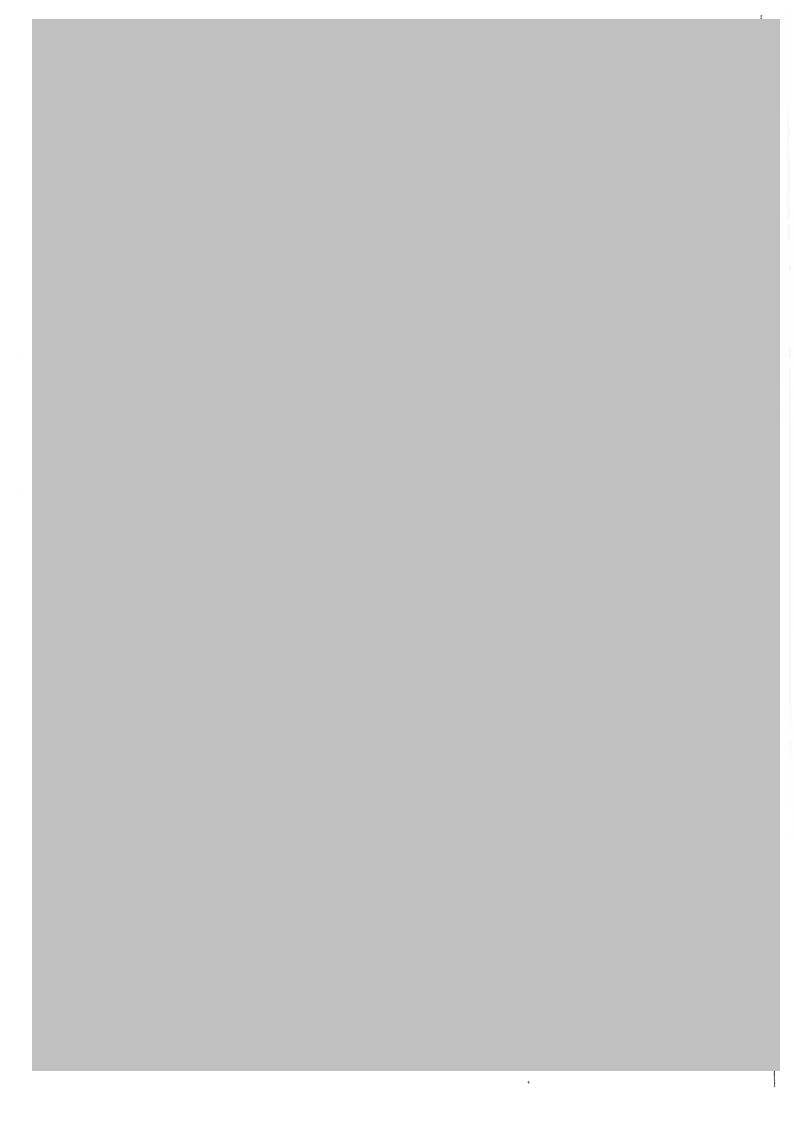
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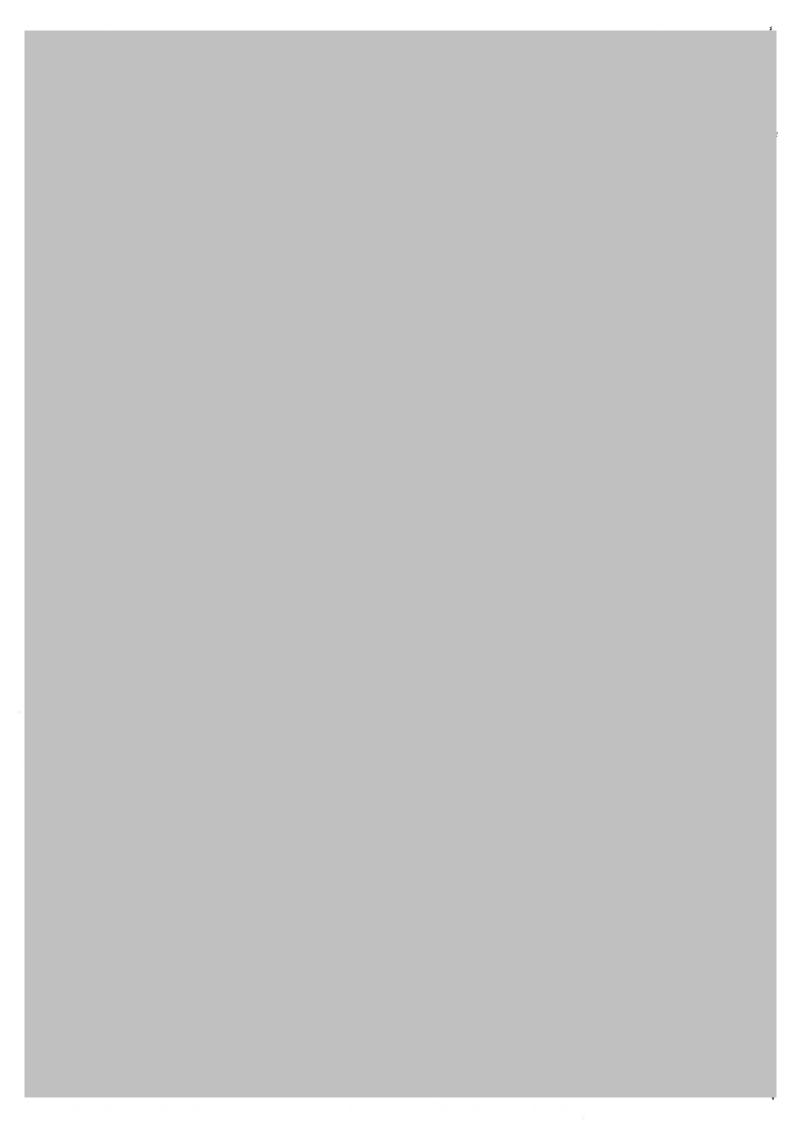
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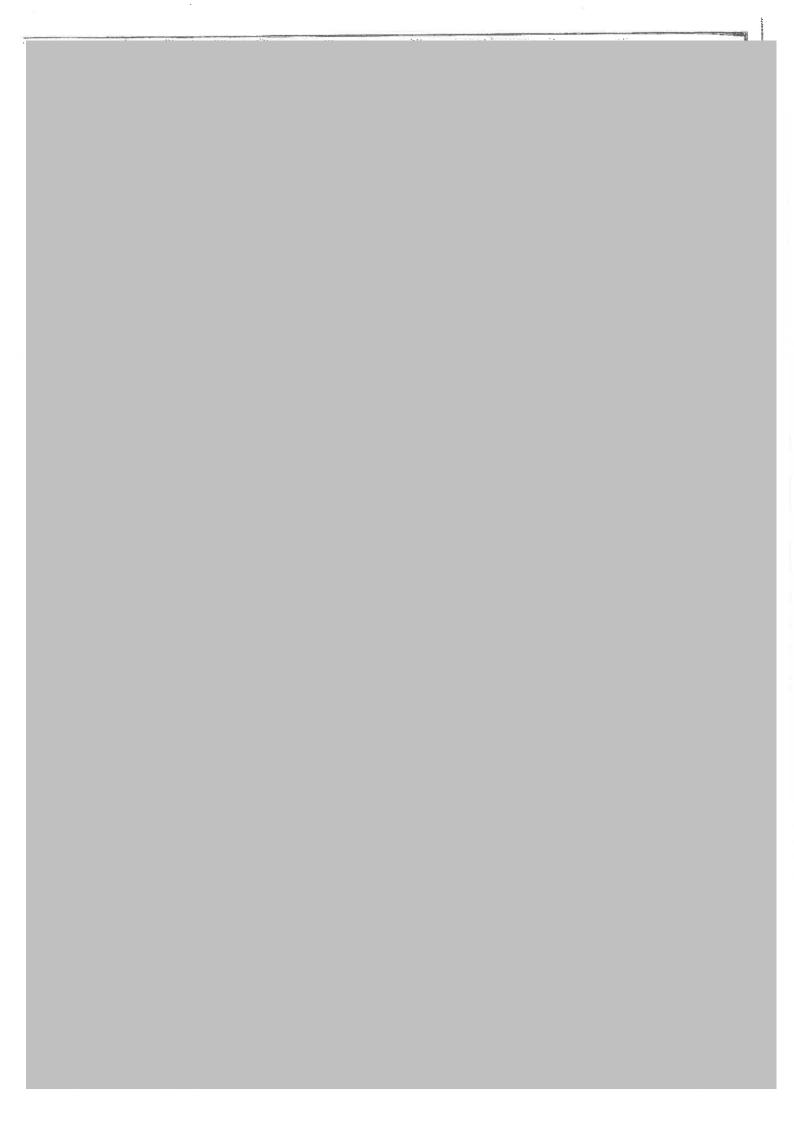


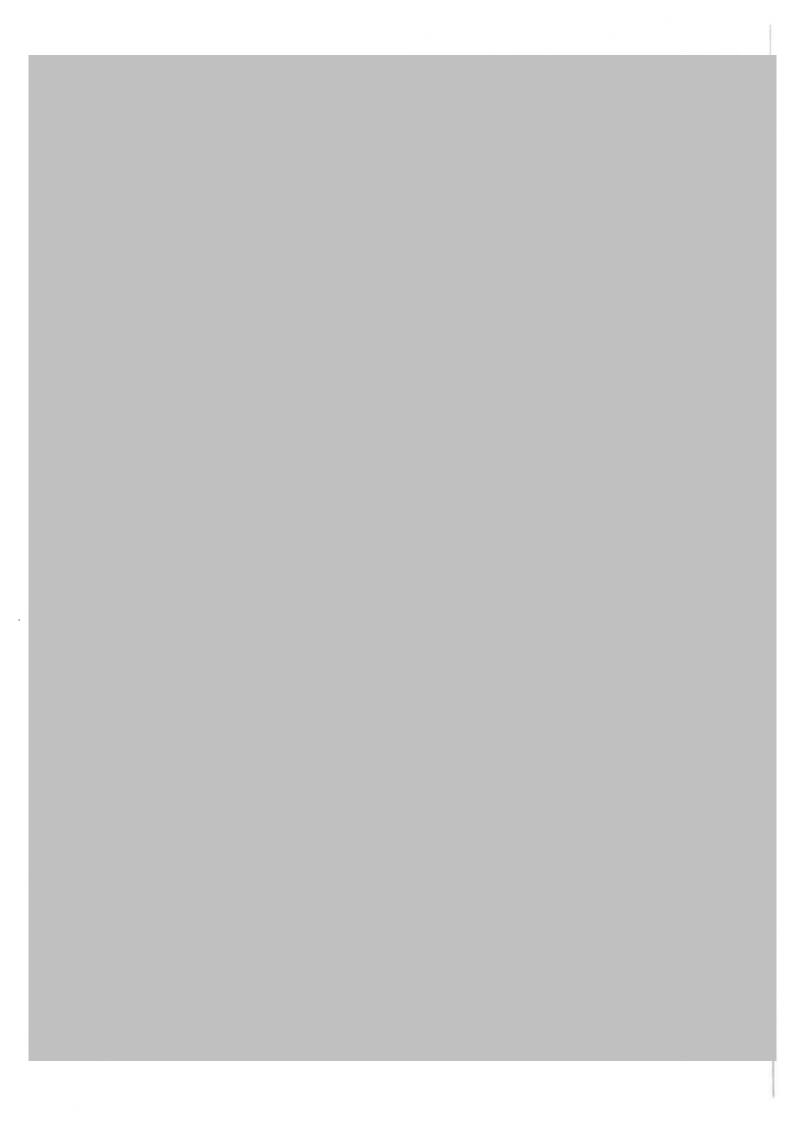




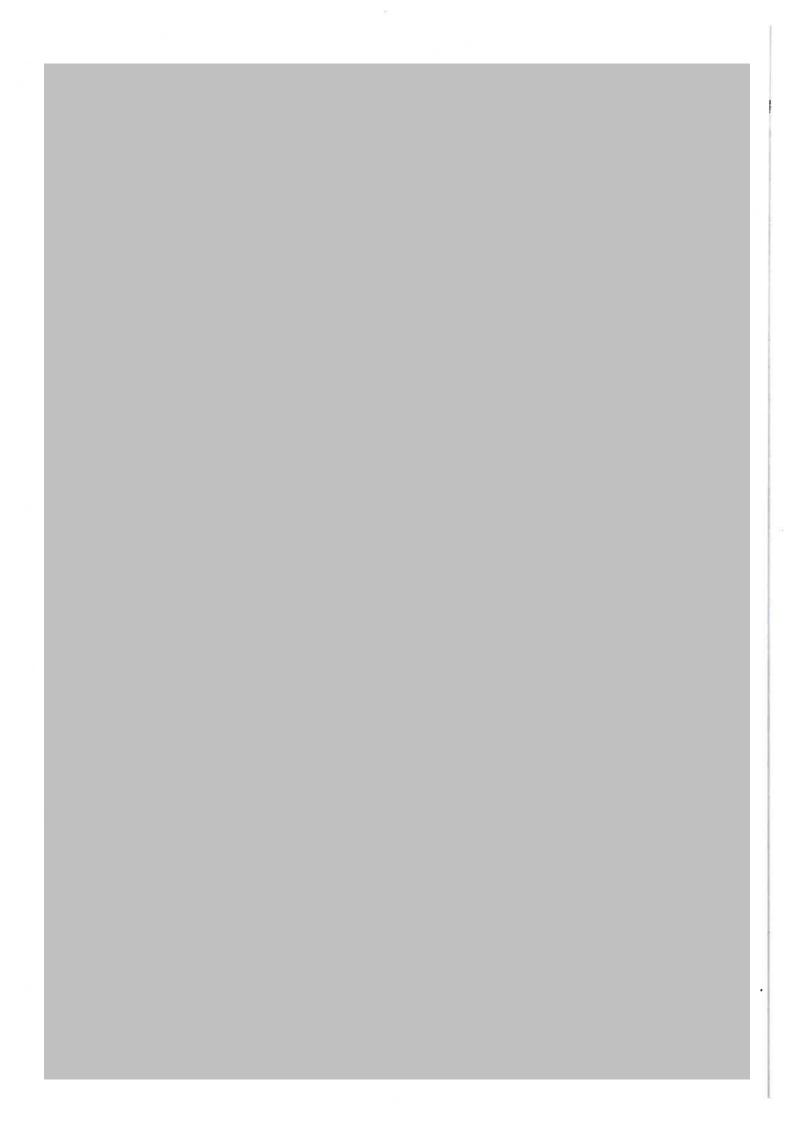


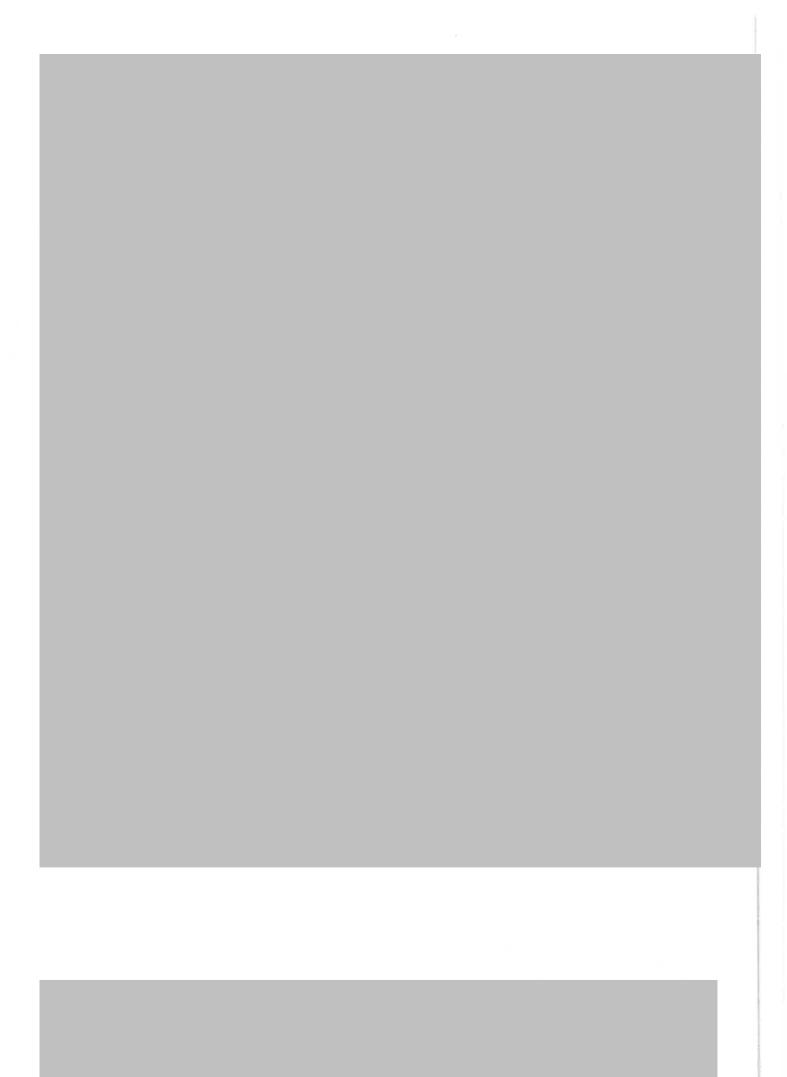






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From: Sent: To:	Saturday, 29	April 2017 4:31 PM		
Cc: Subject:	RE: Packing o	of Medical Records on I	Norfolk Island [SEC=UNCL	ASSIFIED]
UNCLASSIFIED Thanks		E .		
- please eng	gage BRS to underta	ake the Medical Reco	ord pack and transportat	ion of files to
Cheers				
UNCLASSIFIED				

Relocation Services, your quote refers to a standard office relocation rat	ne quotation, Manteena Security will be engaging Business from Manteena are copied into this email. I note the detail in ner than the scope of this project (as detailed in the email e direction from me when on island, I'm fine with your proposal.

The dates and sequence of the pack have been confirmed and are as follows:

- BRS staff arrive Norfolk Island Friday 19 May on Air NZ
- Complete the pack Friday night 19 May
- Load and transport freight to airport morning of 20 May (Manteena to arrange the transportation of the crates from site to NI airport)
- BRS depart Norfolk Island Saturday 20 May on Air NZ

Manteena will be responsible for arranging:

- Deliver of crates, skates and security tags to site on Friday 19 May, time TBC
- Securing the packed crates in the Old Bakery Building Friday night
- Transporting packed crates to the airport.

If you have any further questions about the scope, please don't hesitate to call me.

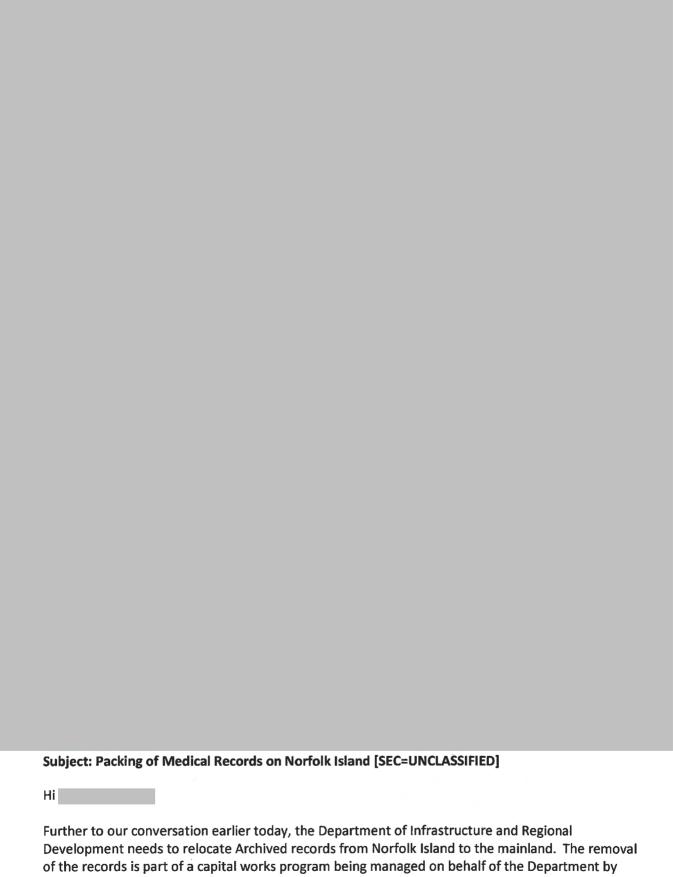
Hi

Can you please arrange the engagement of Business Relocation Services.

Cheers

Norfolk Island Branch | Local Government and Territories Division Department of Infrastructure and Regional Development GPO Box 594, Canberra ACT 2601

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of the records is part of a capital works program being managed on behalf of the Department by Manteena Security.

The records are currently located in a dilapidated building, and I won't lie to you – it's not protty.

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Manteena has recently undertaken extensive Asbestos testing in and around the building, and although there was some ACM detected in external cladding the inside of the building is safe.

The plan is as follows:

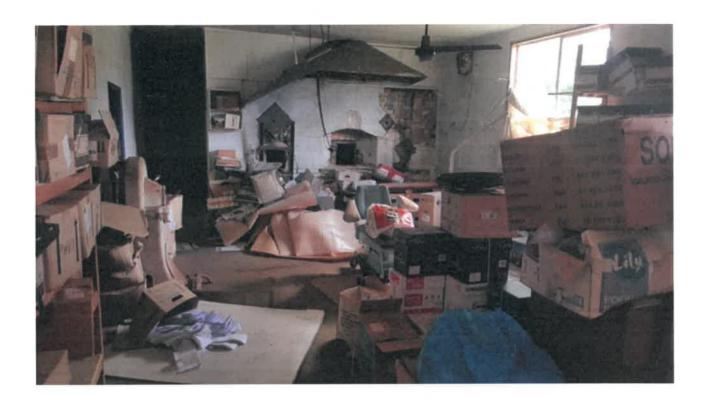
- the packing material will arrive on a chartered Toll freighter on Sunday 21 May time TBA,
- the packing material will be delivered to the building for packing immediately.
- the packed crates will leave the island on a chartered freighter the next day.

In terms of resourcing, I envisage requiring 2-3 persons to undertake the pack, in addition to the packers the Manteena site supervisors will be on hand.

packers the Manteena site supervisors will be on	hand.







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Archived Medical Re	acardo

As discussed previously the Old Bakery Building fabric contains asbestos contaminated material and as such will be removed shortly. The plan is to relocate all inactive and archived medical records stored in the Old Bakery Building and elsewhere in the hospital.

Provided you're happy with this arrangement, the plan is to pack the records into secure crates on Friday 19 May, then relocate the records to the mainland for sentencing and appropriate storage.

Norfolk Island Branch | Local Government and Territories Division Department of Infrastructure and Regional Development GPO Box 594, Canberra ACT 2601

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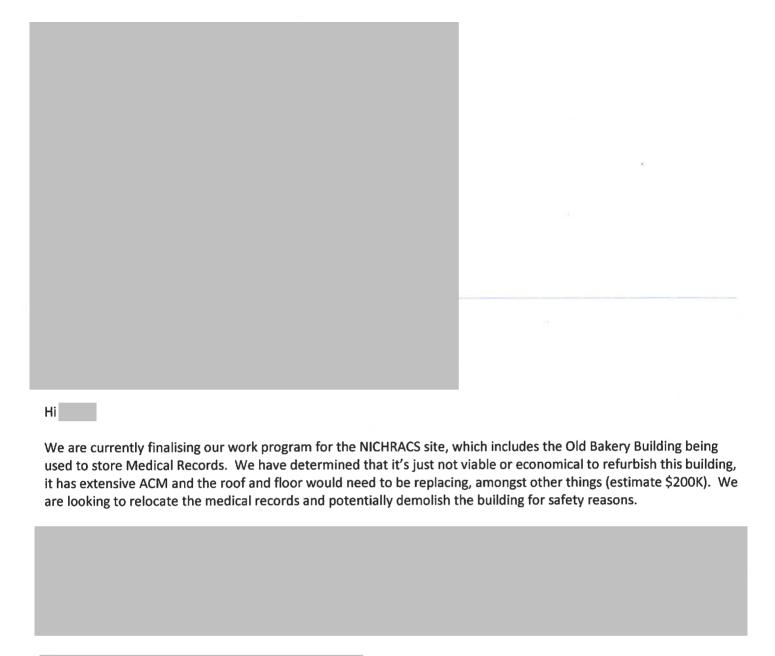
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From:			
Sent:		Thursday, 30 March 2017 11:50 AM	
To: Subject:		Old Bakery Building - ACM Extraction. [SEC=UNCLASSIFIED]	
Subjec	. L.	Old Bakery Building - ACIVI Extraction. [SEC-ONCLASSIFIED]	
Hi			
-	• •	ay – just wanted to run you through the planned Asbestos remediation at NIHRACS	
	•	ink we'll need to adjust based on the timing of the medical records being removed	
	he Old Bakery Building.		
1. The removal of the ACM is scheduled to occur between 7-22 April, but in advance of that, we need to			
relocate all of the material in the Old Bakery Building (including the records).			
۷.	We have the option to cancel the ACM extraction until after you have had the records removed, whenever that might be. However the costs then escalate because we need to have a hygienist present to undertake		
	air monitoring during the extraction process. The Hygienist will be on Norfolk 7-22 April for this purpose.		
3.		extract until later in the program i.e. closer to the 22 nd (if that at all helps).	
		(
Нарру	to talk through if this does	n't all make sense.	

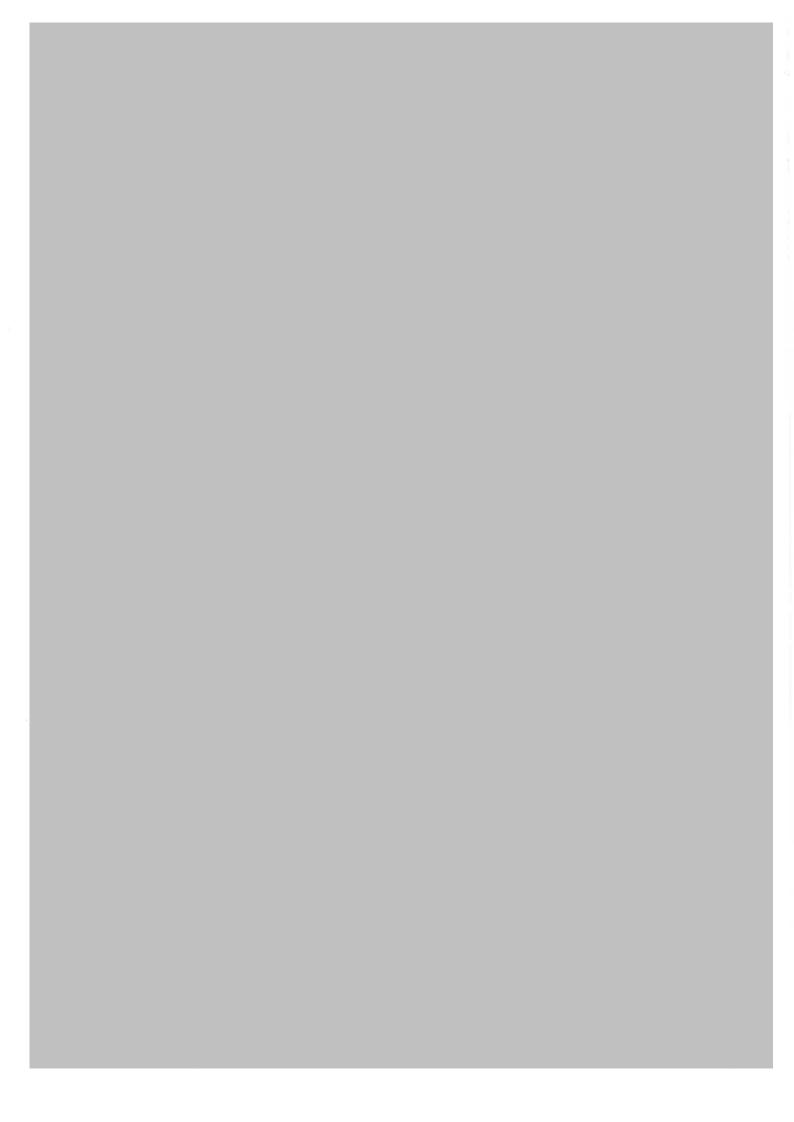
Norfolk Island Branch | Local Government and Territories Division Department of Infrastructure and Regional Development GPO Box 594, Canberra ACT 2601

So sorry you couldn't get onto me. I just wanted to give you the heads up we were securing the Old Bakery Building and an additional padlock would be installed; I have asked to give you the key for safe keeping. When I'm on Island (from 10 April), I'd like to discuss what (in addition to the Medical Records) is kept in the Old Bakery Building and whether any of it needs to find a new home – and where that new home might be © Cheers

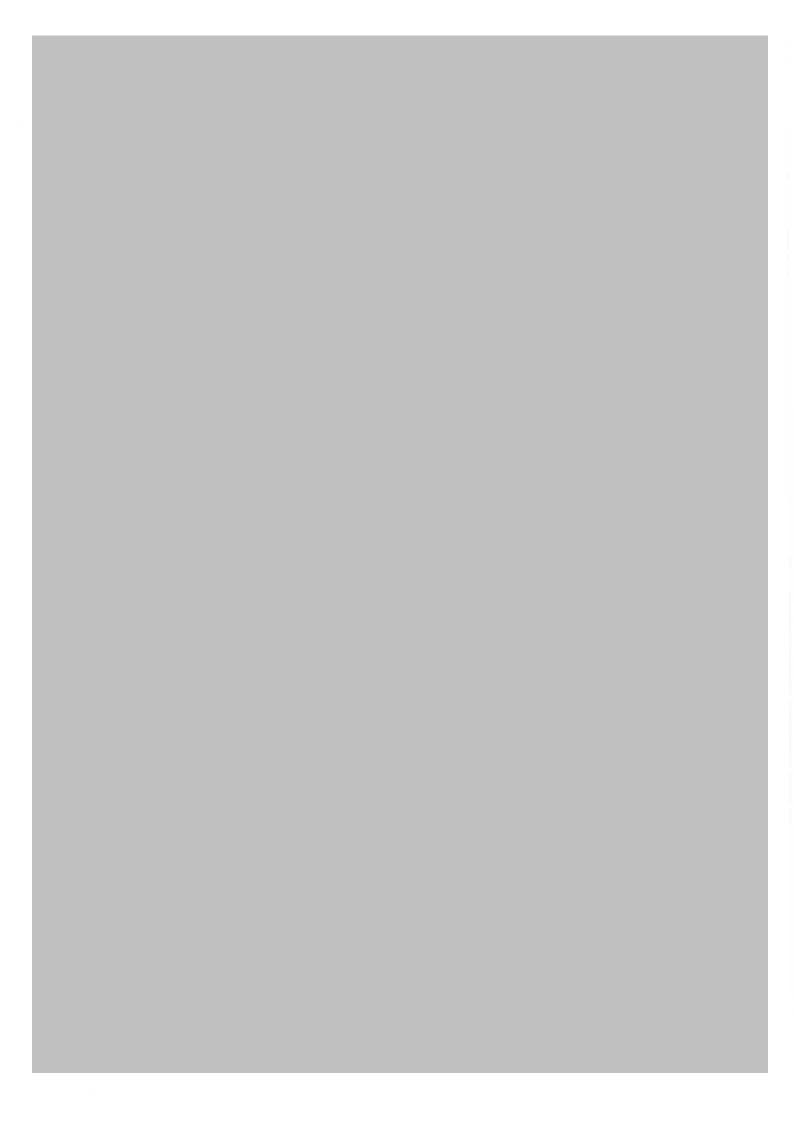




From: Sent: To: Cc:	Monday, 27 March 2017 9:19 AM
Subject:	16052 - Norfolk Island - Project Meeting Minutes 23.03.17
Hi All,	
Please see below project meetir	ng minutes from last week Thursday 23 rd March.
Thank you,	



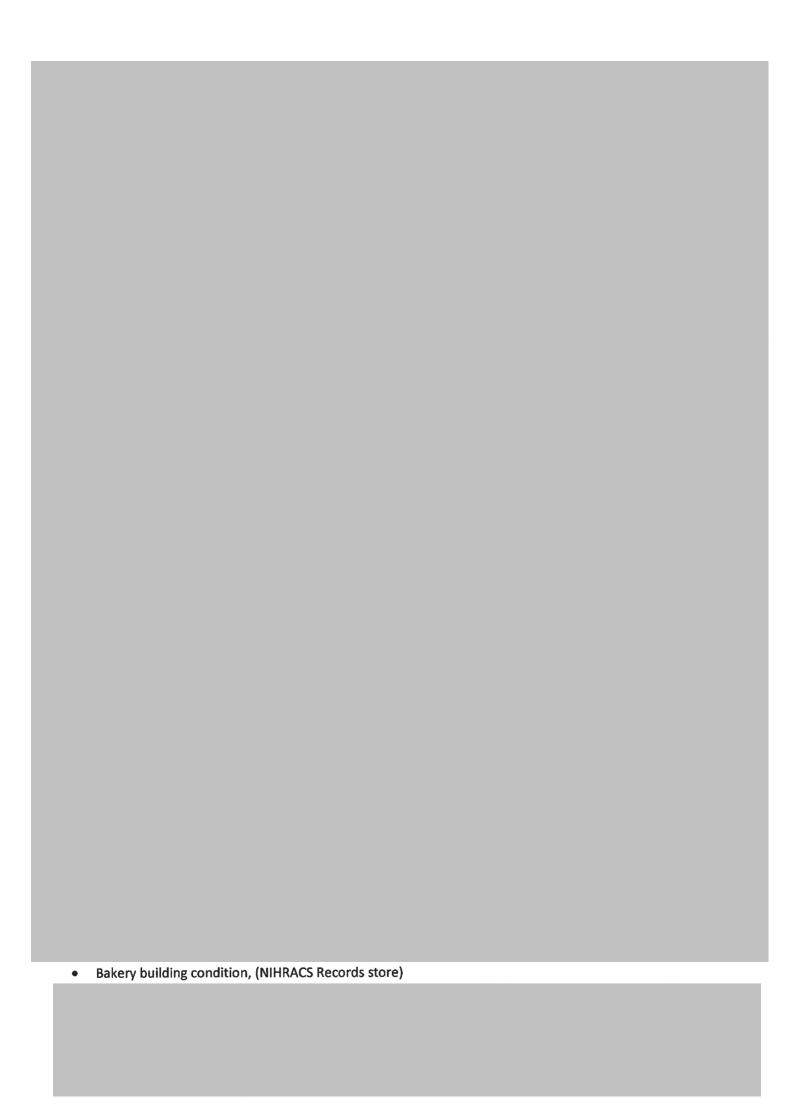
Old Bakery The Asbestos report calls for make good to the Bakery Building in poor repair. There is also a requirement file storage from NIHRACS. The proposal is for this building to have Asbestos sheet fully removed, roof replicated in the storage from stalled and secure storage provided (to NSW Health standards). Manteena to site metabuilding and provide to GHD for preparation of brief including storage for approval. Medical records are to and relocated to allow for demolition of building. NSW Health to assist with document removal and confirm for new storage (Chronological order & locked environment) to confirm with NSW Health RE; Relocate Removal of bonded asbestos to coincide with current scope for NICS and WSP island visit from 08.03.17 (Extraction of the storage of the	
	aced, new asure removed I location tion site.



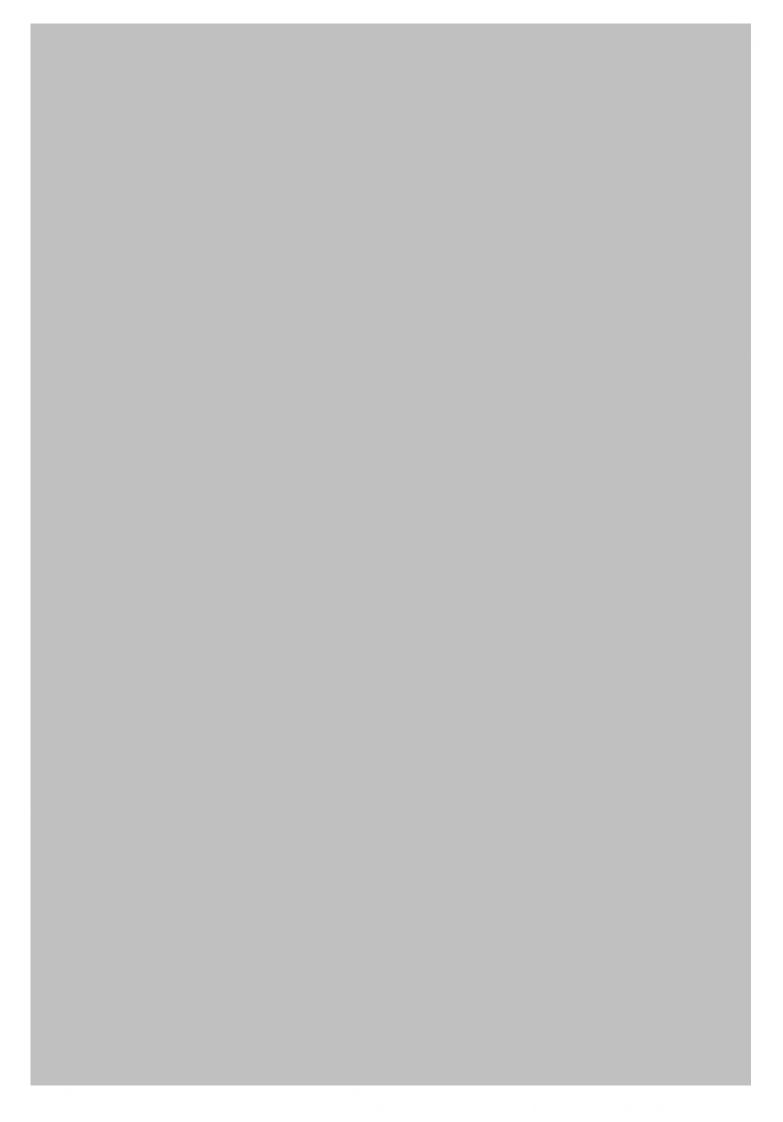
Document 35	
DOCUMENT 35	
Old Bakery Building and storage of Medical Records	
We had originally planned to refurbish this building and to continue using it as a storage facility; however, on reflection the high cost to removing the ACM and refurbishing the building did not represent a value for money solution, and as such we would have been in breach of Commonwealth's procurement rules. The plan now is to identify an alternate, more appropriate location to store the Medical Records, dispose of any rubbish and relocate	

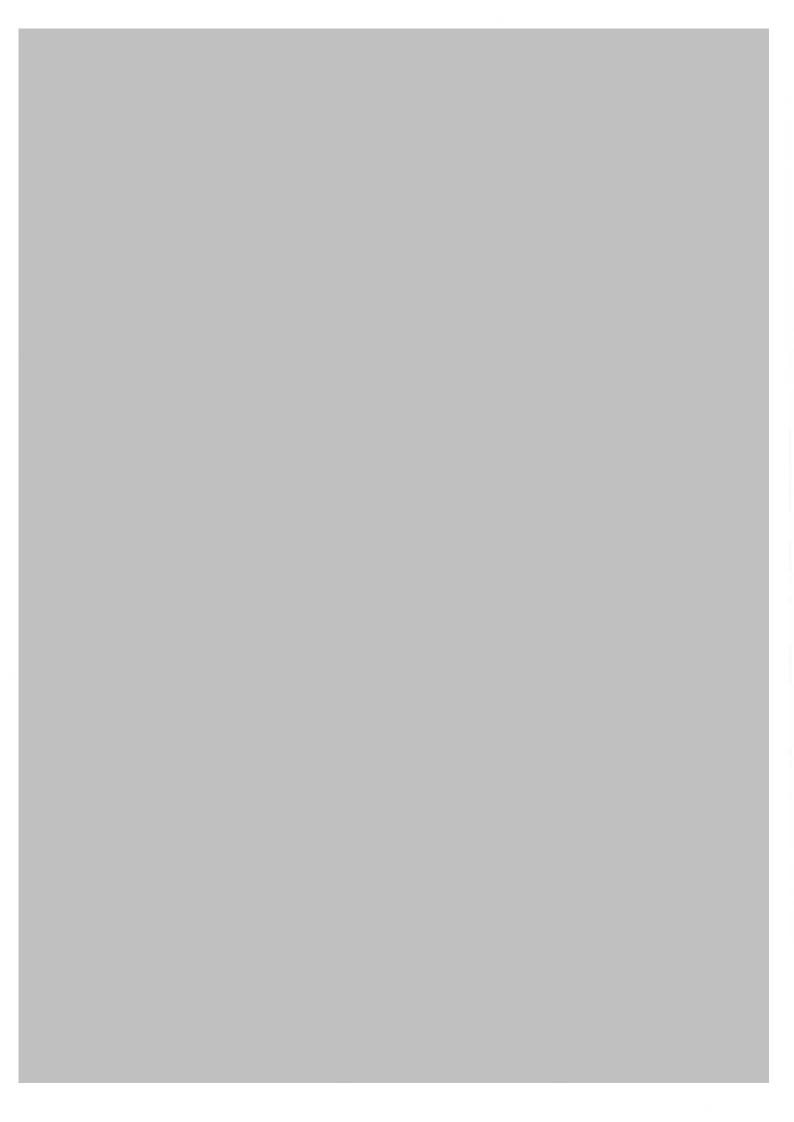
anything else in the building needing to be stored. I'll be on Island in a couple of weeks and will discuss with you in more detail then, particularly the storage of Medical Records.

•	Old Bakery Building Asbe	estos removal (potential de	emolition) and file reloca	tion	



Norfolk Island Branch | Local Government and Territories Division Department of Infrastructure and Regional Development GPO Box 594, Canberra ACT 2601





Archived Medical Records

It was noted that the old bakery is currently the storage facility for archived medical records. The building is in disrepair and not secure. It was suggested we clarify NSW medical record policy with regard to storage and destruction regulations.

MR to investigate and report back

Warm Regards

Project Support Officer | Norfolk Island Support Program Improvement and Innovation Hub

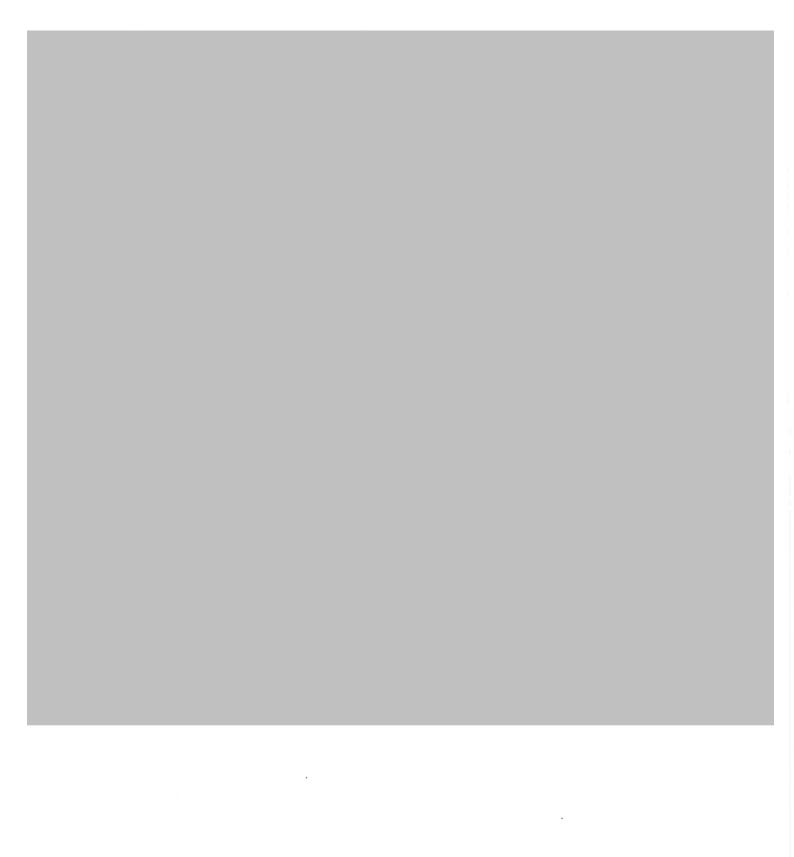
Level 4, 430 Kingsway, Caringbah NSW 2229



"I acknowledge the traditional owners of the land on which I work, as the first custodians of this country, and pay my respect to the elders past and present"

This message is intended for the addressee named and may contain confidential information. If you are not the intended recipient, please delete it and notify the sender.

Views expressed in this message are those of the individual sender, and are not necessarily the views of NSW Health or any of its entities.



From:

Sent:

Sunday, 19 March 2017 5:13 PM

To:

Cc:

Subject:

FW: NAA Review of Records - Norfolk Island [SEC=UNCLASSIFIED]

Attachments: Records of NIRC - Survey.pdf; 8Mar17 - NIHRACS Bakery 1.jpg; 8Mar17 - NIHRACS

Bakery 2.jpg; 8Mar17 - NIHRACS Bakery 4.jpg; 8Mar17 - NIHRACS Bakery 3.jpg

Hi Ladies.

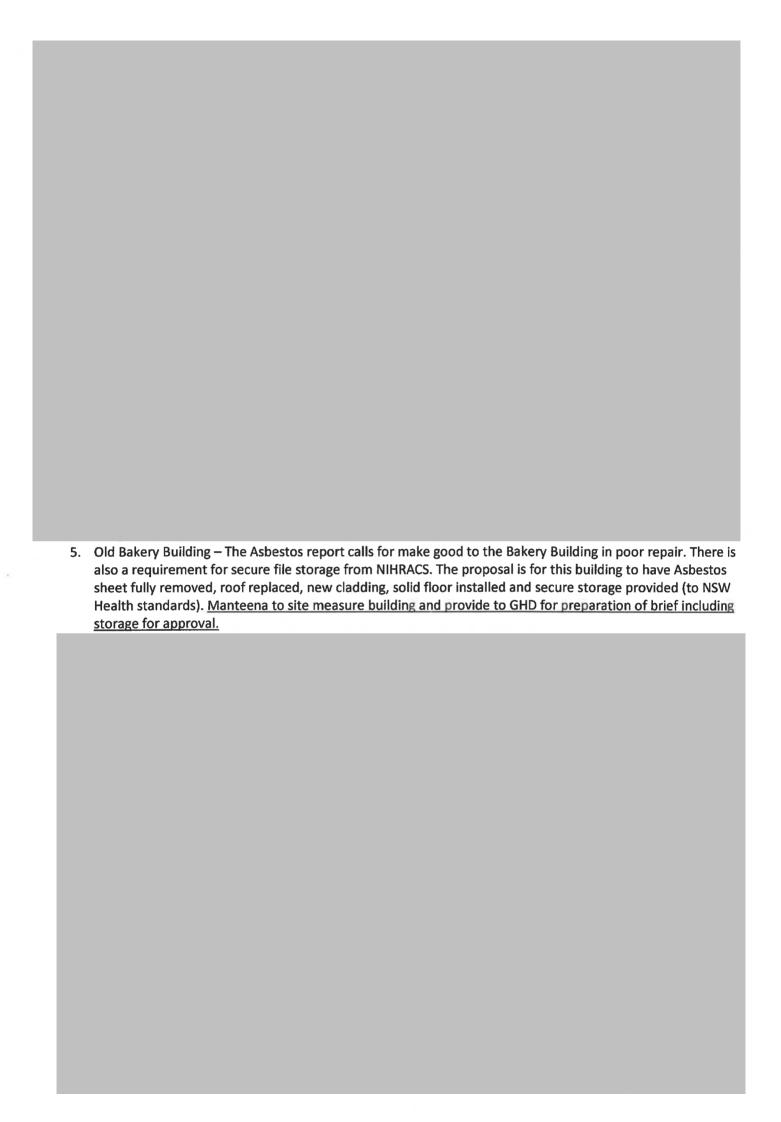
As discussed last week, there is a need to sort out, consolidate and relocate the medical records currently stored in the Old Bakery Building. I have reviewed the Australian Archives report (undertaken last year and attached for your reference), and although NIHRACS records are clearly governed by the Archives Act, they appears not to have been included in last year's assessment.

I've attached photos of the current condition of the records kept in the Old Bakery Building on the NIHRACS site. As we discussed, the cost to remediate the Old Bakery Building so that it can continue to be used is excessive, due to its state of deterioration and the volume of ACM needing to be removed to make the building safe.

Happy to discuss a way forward when you have time.

Cheers

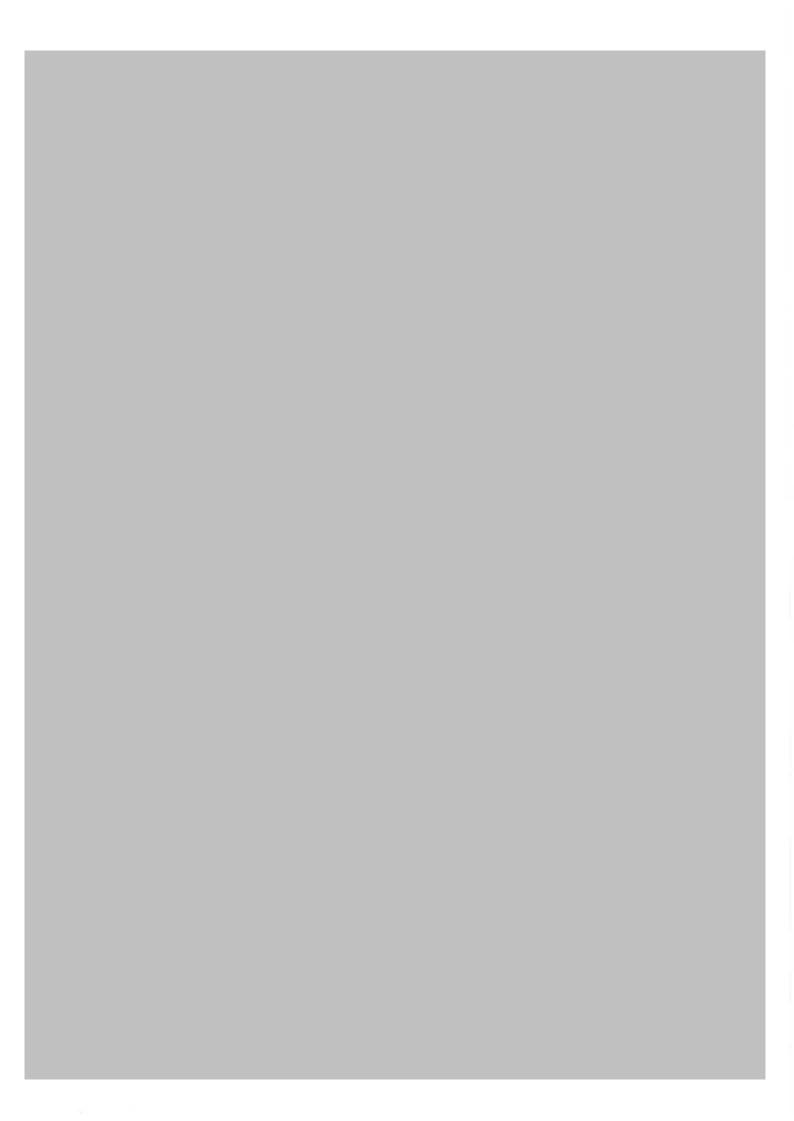
4.	Provide a cost to relocate material/records from the Old Bakery Building to a store or tip.





From:	
Sent:	Sunday, 12 March 2017 3:34 PM
To:	
Cc:	
Subject:	RE: 16052 Norfolk Island - NIHRACS Scope [SEC=UNCLASSIFIED]

1. We will probably need to review operational requirements and look at alternate arrangements for storing Medical Records – potentially incorporating an off-site solution.





	· ·					
From: Sent: To: Cc: Subject: Attachments:	Tuesday, 22 August 2017 11:34 AM RE: Pictures of the Old Bakery Building [SEC=UNCLASSIFIED] 8Mar17 - NIHRACS Bakery 5.jpg; 8Mar17 - NIHRACS Bakery 6.jpg; 8Mar17 - NIHRACS Bakery 7.jpg					
And second lot of photos.						
Sent: Tuesday, 22 August 2017 11:32 AM To: Cc: Subject: Pictures of the Old Bakery Building [SEC=UNCLASSIFIED]						
Thanks for meeting with	and myself today.					
Please see attached, pictures of the	ne Norfolk Island Old Bakery Building pre removal of archive records.					
I will send two emails as the image files may be too large.						
Regards						
Project Manager Norfolk Island Capital Works Norfolk Island Branch Local Government and Territories Division Department of Infrastructure and Regional Development GPO Box 594, Canberra ACT 2601						

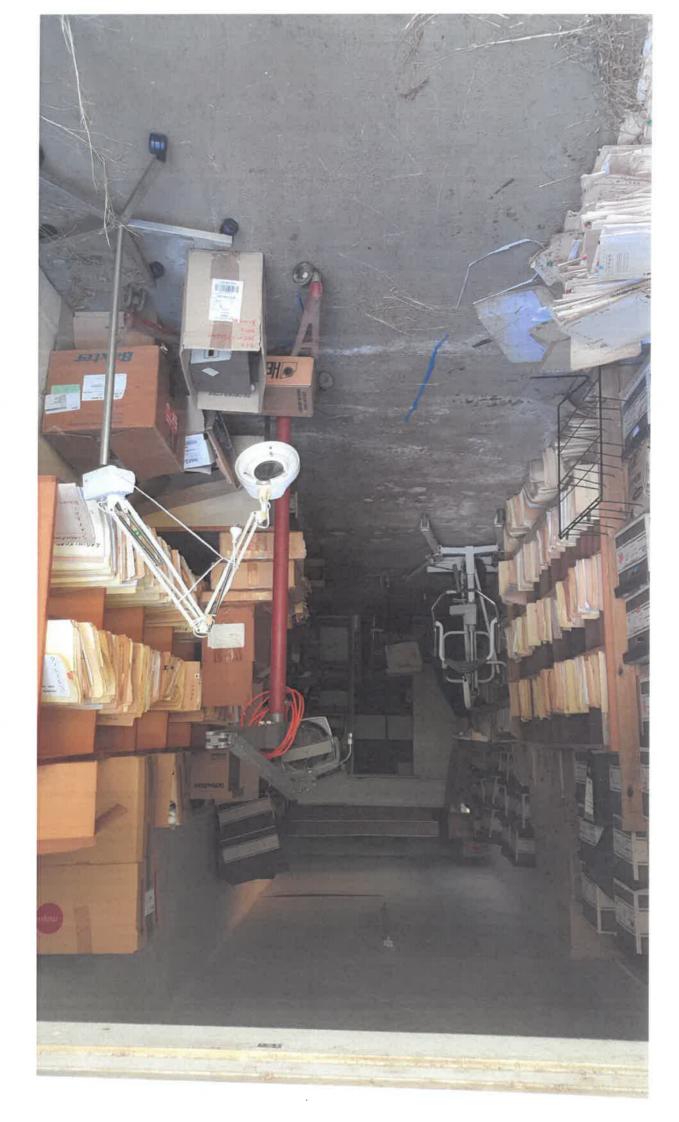
*







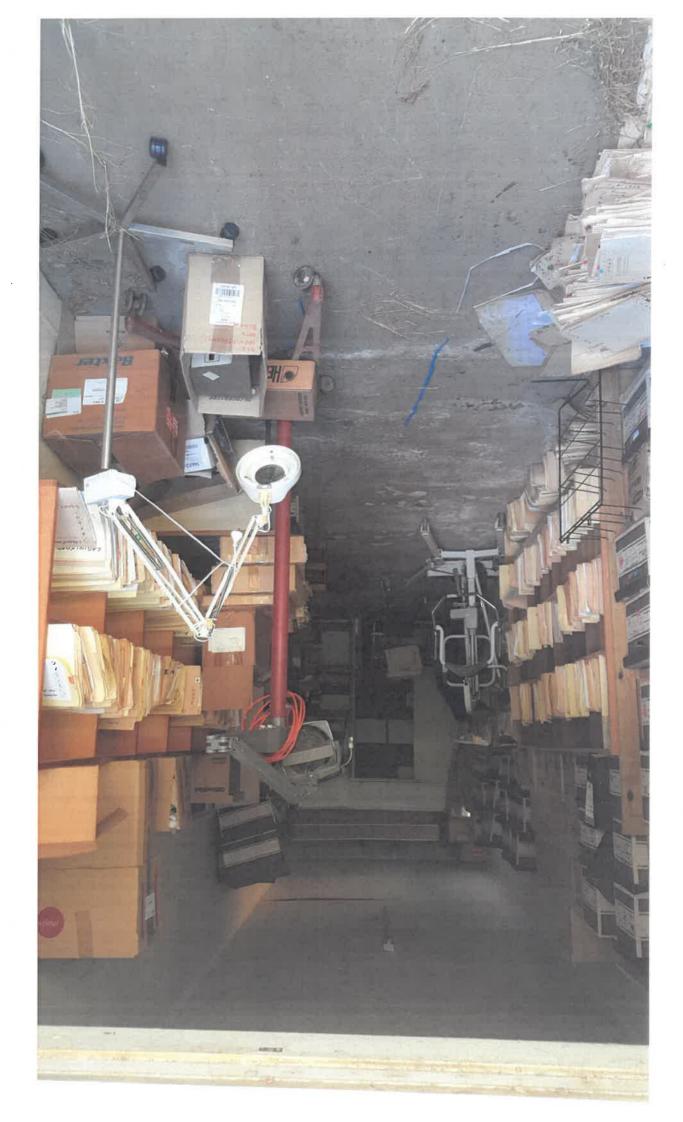
From: Sent: To: Cc: Subject: Attachments:	Tuesday, 22 August 2017 11:32 AM Pictures of the Old Bakery Building [SEC=UNCLASSIFIED] 8Mar17 - NIHRACS Bakery 1.jpg; 8Mar17 - NIHRACS Bakery 2.jpg; 8Mar17 - NIHRACS Bakery 3.jpg; 8Mar17 - NIHRACS Bakery 4.jpg
Hi	
Thanks for meeting with	and myself today.
Please see attached, pictures of t	he Norfolk Island Old Bakery Building pre removal of archive records.
I will send two emails as the imag	ge files may be too large.
egards	
Project Manager Norfolk Island Norfolk Island Branch Local Gov Department of Infrastructure and GPO Boy 594, Capherra ACT 2603	vernment and Territories Division d Regional Development

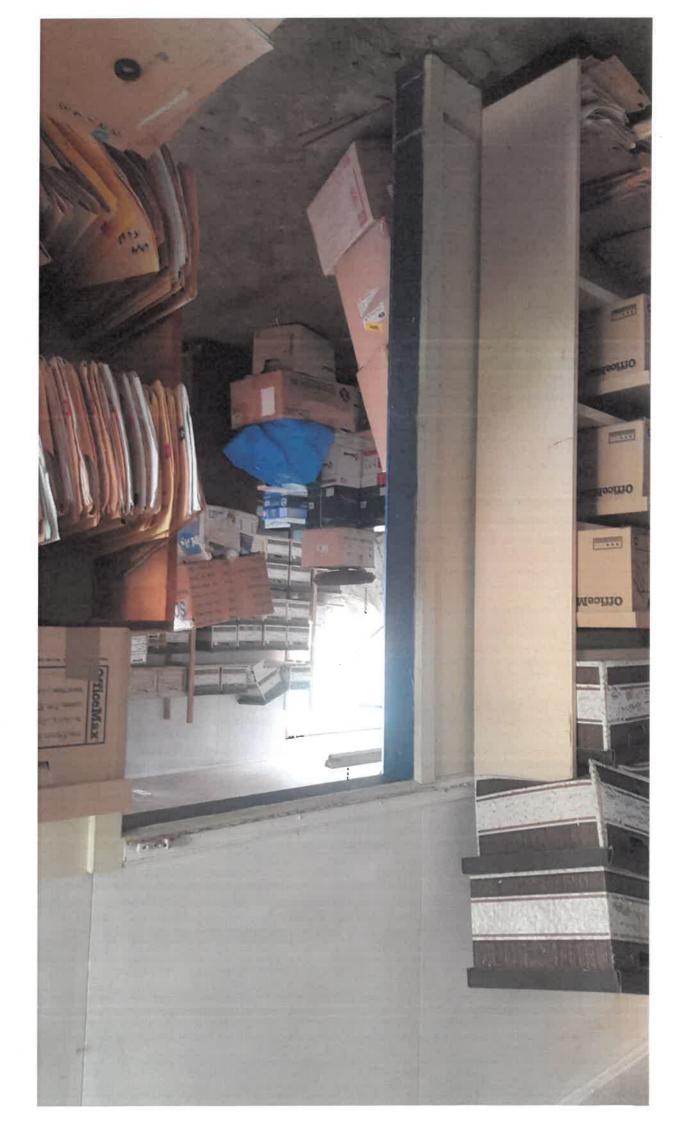


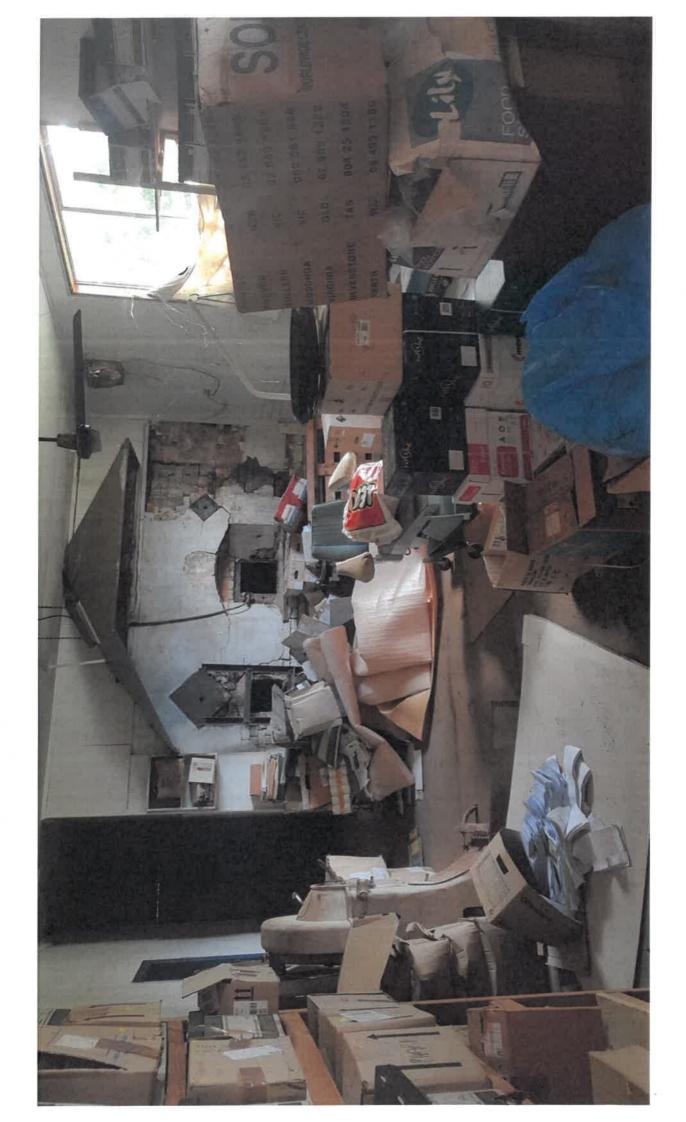




(









From:

Sent:

Friday, 2 June 2017 10:43 AM

To:

Subject:

2017-06-02 - Comcare Inspector Report MC0000103 - Department of Infrastructure

& Regional Development [SEC=UNCLASSIFIED] CRM:0006600025

2017-06-02 Approved Inspector Report MC00000103 Department of Infrastructure

& Regional Development.pdf

UNCLASSIFIED

Good Morning

Attachments:

RE: Comcare Inspector Report MC0000103 - Department of Infrastructure & Regional Development

Attached is a copy of the Comcare Inspector Report for your records from the Inspection conducted into Asbestos Removal Activities undertaken at Norfolk Island .

representatives with a record of an inspector's interactions.

Please feel free to contact me if you would like to discuss any element of the attached.

Please confirm receipt of this Inspector Report by return email.

Regards

spector | Regional Operations NSW | Regulatory Operations Group inspector Appointed under Work Health and Safety Act 2011

Regulatory Operations Group

Comcare

GPO Box 1993, Canberra, ACT 2601

1300 366 979 | www.comcare.gov.au



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INSPECTOR REPORT

COMCARE REFERENCE	MC0000010	3	Report No. 01
PCBU DETAILS	Name Address ABN	Department Infrastructure & Regional Development Level 3, 4, CANBERRA, ACT, 2601 86267354017	
REPORT ISSUED TO	Name Position	Norfolk Island Branch Division	lk Island Capital Works Local Government and Territories ructure and Regional Development
COPY OF REPORT GIVEN TO	Name Position	Norfolk Island Branch Division	lk Island Capital Works Local Government and Territories ructure and Regional Development
RELEVANT WORKPLACE/S OR WORKSITE	Name Address Date	Norfolk Island Hospita Grassy Road , Norfolk	
OTHER PERSONS ATTENDING WITH INSPECTOR	Name Position	NA enter text	

PURPOSE OF INSPECTION

- 1. On 1 April 2017, Comcare received advanced notification of a Class B (Non-Friable) asbestos removal activity to be undertaken by Avoca Painting on behalf of Manteena Security Pty Ltd, Canberra at the Public Hospital, Norfolk, Norfolk Island, NSW, 2899.
- 2. The notification made under Regulation 466 of the *Work Health and Safety Regulations 2011* (WHS Regs) advised of the removal of 200m2 non friable asbestos containing materials (ACM), with work being undertaken between 14 –30 April 2017 at the Public Hospital Norfolk Island.
- 3. The purpose of this inspection is to assess compliance with the *Work Health and Safety Act 2011* (WHS Act) and relevant parts of Chapter 8 (Asbestos) of the *WHS Regulations 2011* (WHS Regs) and to review the ACM removal, storage and disposal methodology.

Based on the information provided, I have formed an opinion and make the following findings;

- 4. Department of Infrastructure and Regional Development (DIRD) as the person with management or control of the workplace (PMCW) engaged Manteena Security Pty Ltd (Manteena Security) to facilitate asbestos removal activities at the Norfolk Island Hospital and both entities have shared duties.
 - a. Manteena Security engaged certified asbestos removal company Avoca Painting (NSW Asbestos Removal Licence AD 212612) to undertake the asbestos removal and management activities on Manteena Security behalf.
- 5. I reviewed the documentation provided and I am satisfied that both PCBU's and the subcontractors have systems in place, to comply with their duties under sections 17-19 of the WHS Act.
- 6. I am satisfied that the documentation provided complies with the relevant parts of Chapter 8 of the WHS Regs and I am of the opinion the overarching legislation for this activity has been complied with.

I make the following recommendations;

- 7. DIRD are undertaking major facility upgrades and refurbishments to Norfolk Island Infrastructure and are required to develop documentation such as Asbestos Management plans for existing infrastructure works under the project requirements.
- 8. DIRD to undertake an assessment of the total Asbestos Waste likely to be generated during the ongoing infrastructure activities at Norfolk Island and strategies for disposal.

Future Comcare Interest

- Comcare now have an oversight of the current Asbestos removal processes and activities being conducted at Norfolk Island. The information will be advantageous for Comcare in determining actions and responses for future ACM removal works.
- Comcare's intention is to undertake a review of the onsite compliance, processes and verification of infrastructure and asbestos related activities during a future Monitoring and Compliance Inspection to Norfolk Island.

ACTIONS AND OBSERVATIONS

- 11. On 11 April 2017 I commenced this inspection with DIRD and reviewed the documents provided as part of the notification. I was informed that these works were the first works in an extensive infrastructure program underway at Norfolk Island. I requested information for this inspection to conduct a desktop review of the DIRD/Manteena Security's legislative and contractual processes for this activity, as a site visit at this time is not considered feasible.
- 12. The removal activity was undertaken between 01 April 17 and 30 April 17 and the following documents and information was requested relating to this activity,
 - a. Asbestos removal control plan for this site/activity and associated SWMS for this document,
 - b. Asbestos register for the Hospital,
 - c. Clearance certificate (when available) for this activity,
 - d. Contaminated waste disposal receipts for this activity,
 - e. Contractor NSW Asbestos removal licence,
 - f. Air monitoring results if undertaken.
- 13. Manteena provided the WSP/Parsons Brinckerhoff Pty Ltd Norfolk Island Hospital Asbestos Materials Report 2017 and the GHD Asbestos Building Materials Assessment Norfolk Island Hospital 2016. These reports were structured as a complete list of identified in-situ and suspected asbestos within the Hospital precinct. The report was populated through targeted asbestos identification surveys conducted





Accreditation Number 17107
Accredited for compliance with ISO/IEC 17020

The Administration of Norfolk Island

Asbestos Building Materials Assessment

Norfolk Island Hospital

Final 0

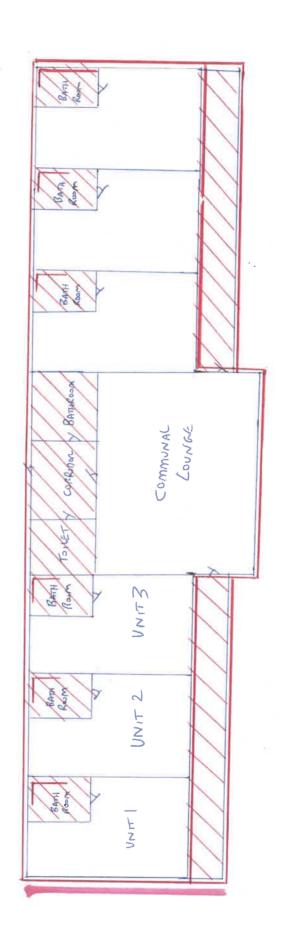
January 2016



	10
aterials	11
	40



MAWSON UNITS BUILDING,



KEY

ESTERNAL LININGS

WALL LININGS

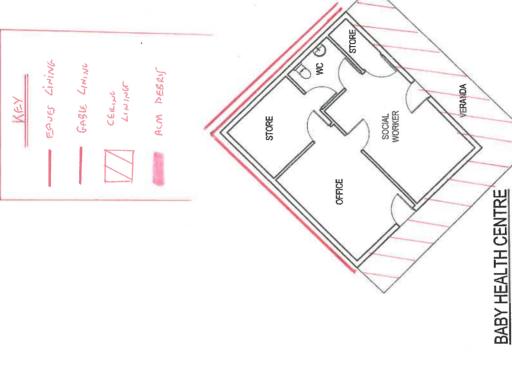
CEILING LININGS

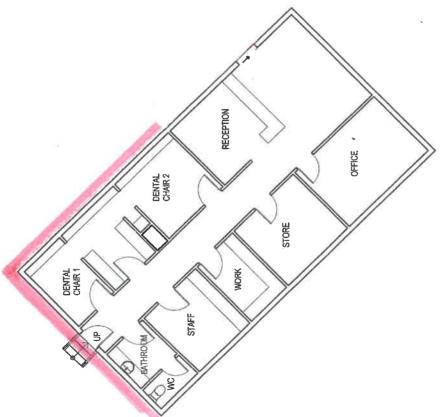
Acm Debris

AG

→ North

Job No. 22-17982 Drawing SK205 Date 12/02/16





THE ADMINISTRATION OF NORFOLK ISLAND XIOUX OZ

DENTAL CLINIC

Structure	Location	Description	Risk
Laundry	Exterior, Pump Room	Wall lining	Med
Laundry	Interior, Pump Room	Wall lining	Med
Workshop	Exterior	Wall lining	Med

The risk assessment undertaken was prepared for the ongoing access to and work on/within the buildings. Maintenance, demolition, refurbishment or commercial activities have the potential to damage ACM, thereby increasing the risk of exposure to asbestos fibres. If any activity is planned that may damage ACM, the risk assessment is to be reviewed by a Competent Person and, if required, appropriate risk reduction measures implemented. Any works that involve or may damage ACM are to be undertaken strictly in accordance with the legislation and guidance listed in Section 1.2.

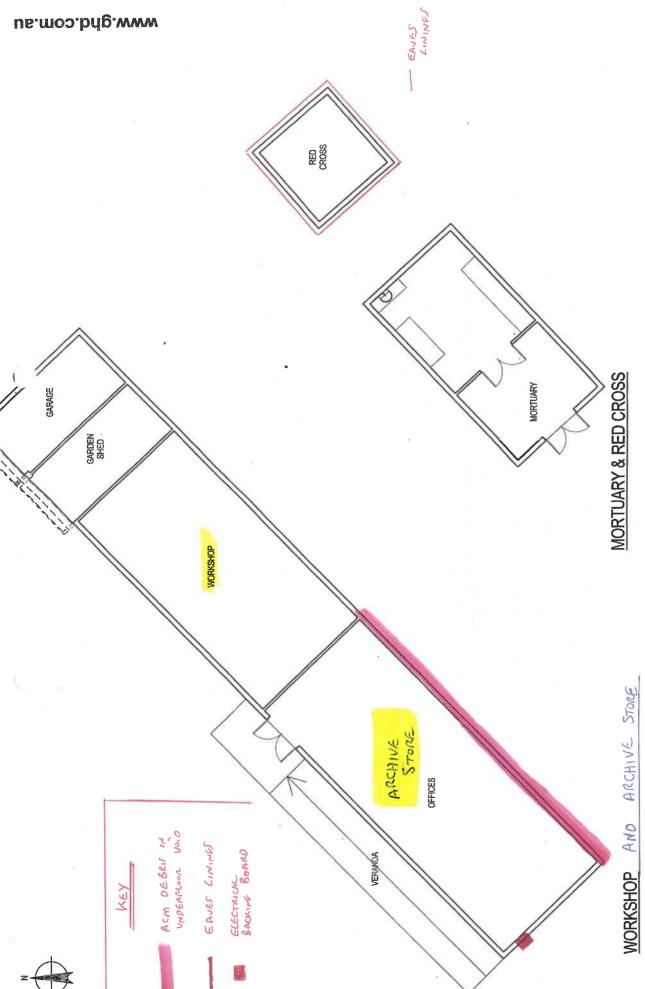
Inaccessible areas present throughout the site are listed in Table E-2.

Table E-2 Inaccessible or restricted access areas

Inconceible area	Reason	Likelihood of asbestos building
Inaccessible area	Reason	materials being present
Majority of structures – complete access to ceiling spaces	Height restrictions (feet above 1.8 m to gain full access) and/or no access hatch	Unlikely to contain ACM unless the ceiling lining to the room contains asbestos. These instances are assumed to contain ACM until complete inspection.
Electrical switchboards throughout – black backing boards	Not sampled to due to live electricity.	Presumed positive until confirmed otherwise.
Archives Store – rooms where no access was gained	No access to correct keys.	May contain ACM. Assumed to contain ACM until complete inspection.
Mawson House Units – Interiors of occupied units and locked unit	Occupied and no access to correct keys	May contain ACM. Assumed to contain ACM until complete inspection.
Majority of raised structures— subfloor	Not accessible.	May contain ACM. Assumed to contain ACM until complete inspection.

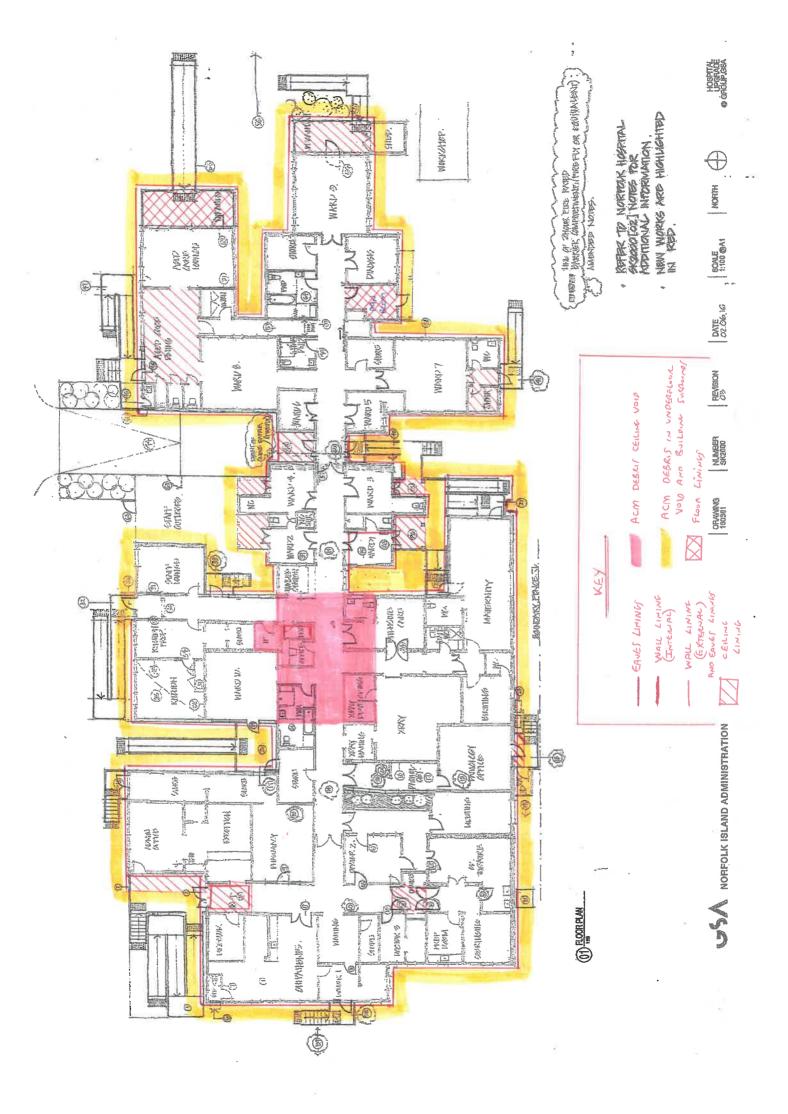
Additional details of properties that have inaccessible or restricted access are highlighted in registers contained as Appendix B.

This report is subject to, and must be read in conjunction with, the limitations set out in Section 2 and the assumptions and qualifications contained throughout this Report.

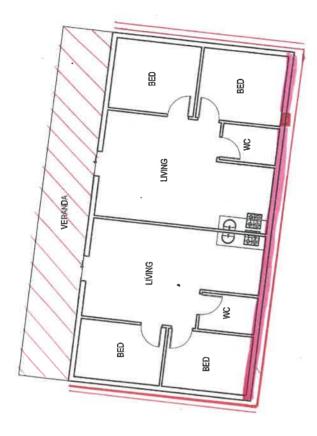




THE ADMINISTRATION OF NORFOLK ISLAND



Job No. 22-17982 Drawing SK203 Date 12/02/16



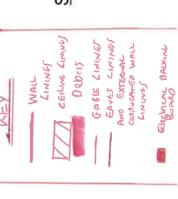
LAUNDRY

DRYING

STORE

PUMP

STAFF QUARTERS



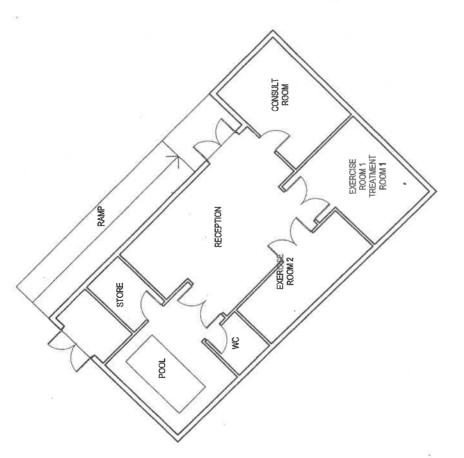
LAUNDRY

THE ADMINISTRATION OF NORFOLK ISLAND



BATHROOM

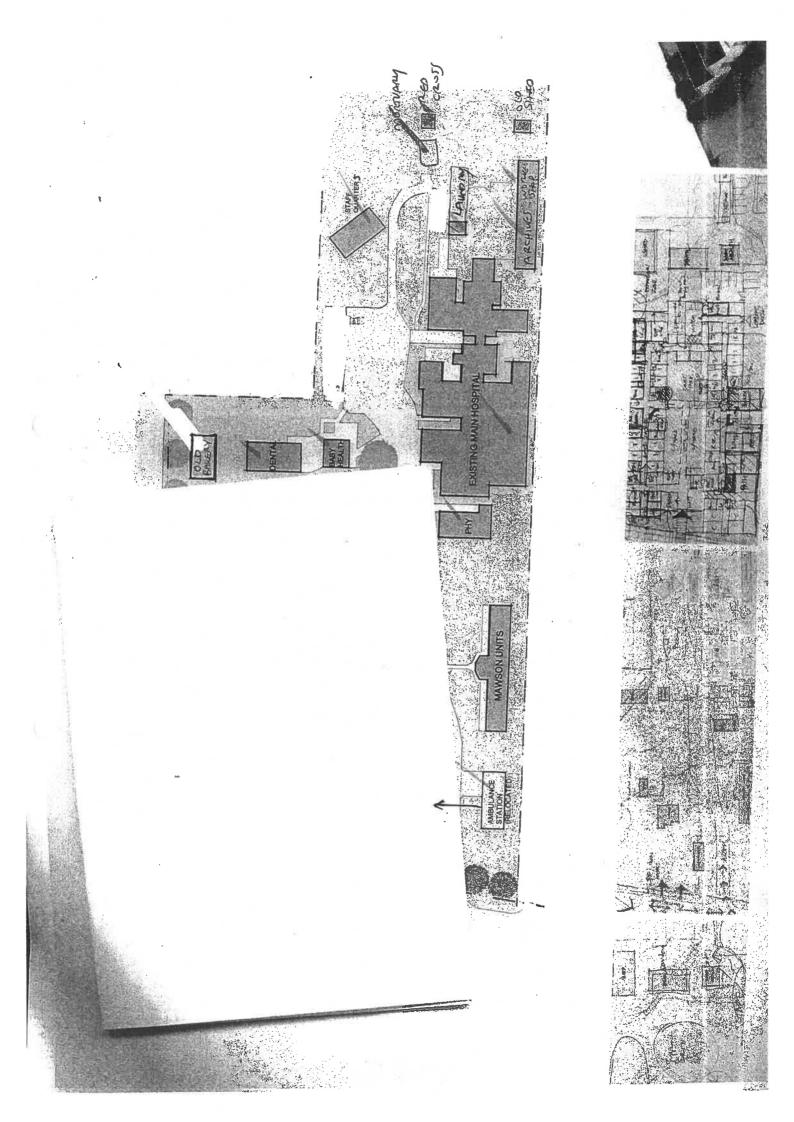
NOICATIVE FLOOR LAYOUTS



AMBULANCE STATION

PHYSIOTHERAPHY UNIT

THE ADMINISTRATION OF NORFOLK ISLAND A C R E C B R R



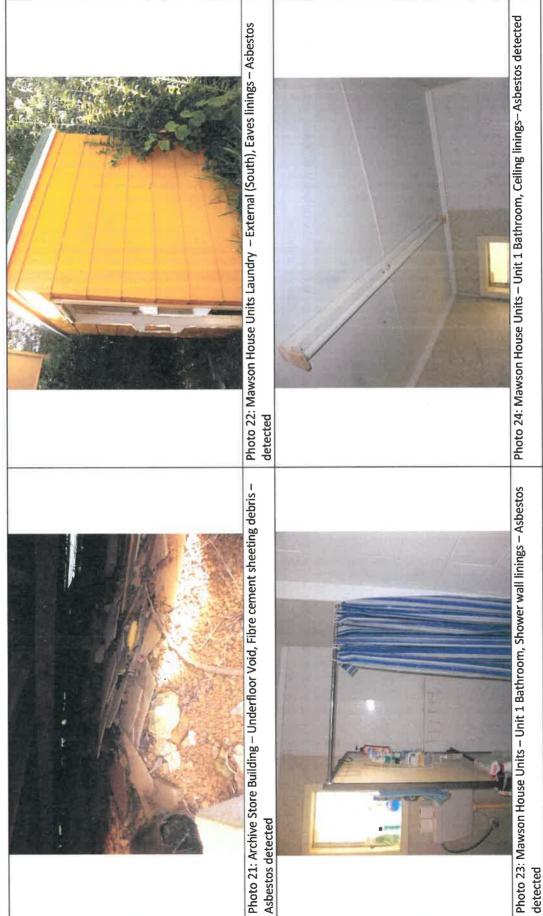
Appendix E

MARKED PLAN AND PREVIOUS REGISTER

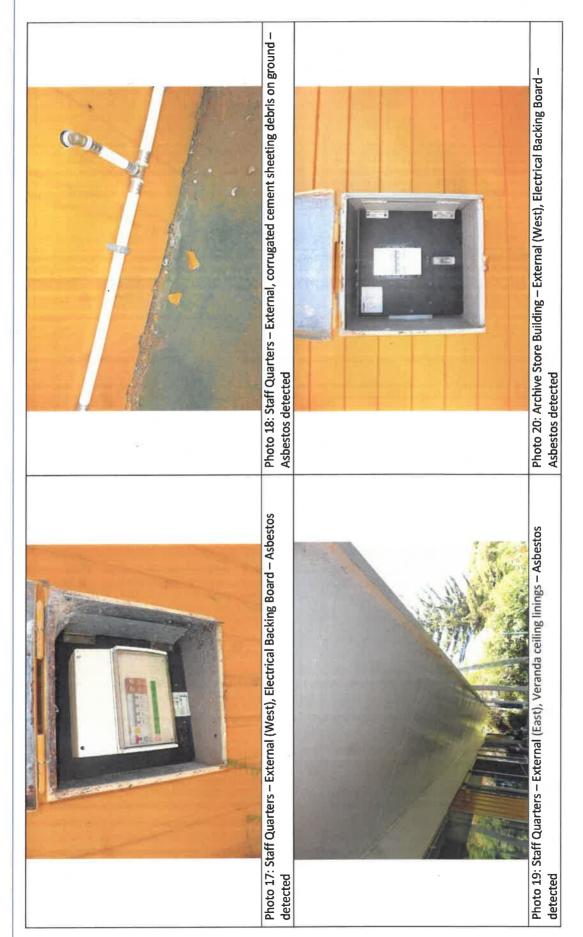




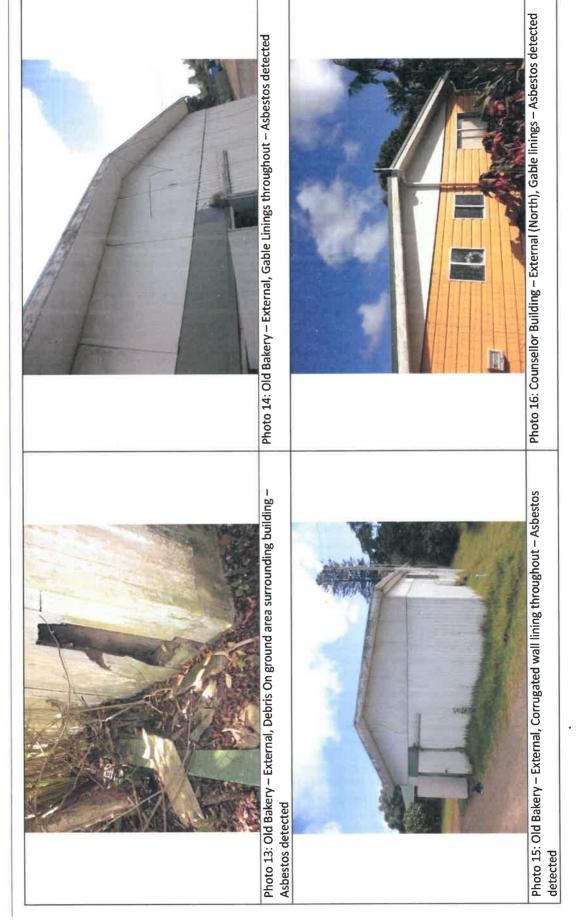












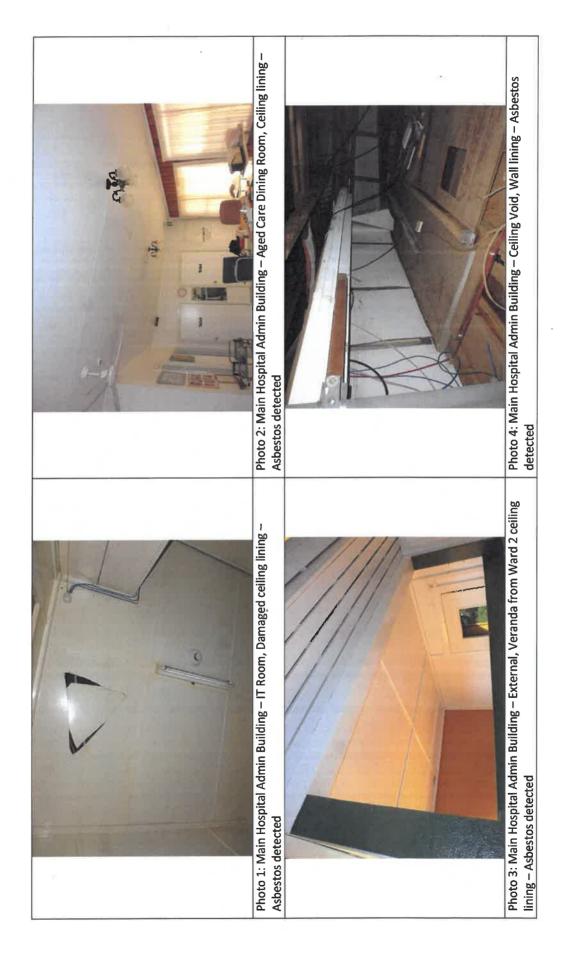












Appendix D

PHOTOGRAPHS



WSP | Parsons Brinckerhoff Australia Pty Limited Level 27 Ernst & Young Centre 680 George Street PO Box 20967 World Square Telephone +61 2 9272 1407 Facsimile +61 2 9272 5101 Email ANZLab@pbworld.com

ABN 80 078 004 798

NCSI Certified Quality System ISO 9001

Certificate of Analysis

LOCATION:

Norfolk Island Hospital - Out Buildings

CERTIFICATE NO:

SYD-2259082A-0026-58181

<u>Lab No</u>	Sample ID	Sample Description	Sample Dimensions	Identification Type
013	STAFFQ/EBB/A27	Electrical Board	<1 gm	CH
014	STAFFQ/DEBRIS/A28	Fibre Cement Sheet	6 gm	A, CH, OF
015	STAFFQ/CEILING/A29	Fibre Cement Sheet	<1 gm	CH, OF
016	ARCHIVE/EBB/A30	Electrical Board	<1 gm	CH
017	ARCHIVE/DEBRIS/A31	Fibre Cement Sheet	9 gm	CH, OF
018	MAWSON/EAVES/A32	Fibre Cement Sheet	<1 gm	CH, OF
019	MAWSON/WALLS/A33	Fibre Cement Sheet	<1 gm	CH, OF
020	MAWSON/CEILING/A34	Fibre Cement Sheet	<1 gm	CH, OF

LEGEND:

NAD - No Asbestos Detected
CH - Chrysotile Asbestos Detected
A - Amosite Asbestos Detected
C - Crocidolite Asbestos Detected
UMF - Unknown Mineral Fibres Detected
SMF - Synthetic Mineral Fibres Detected
OF - Organic Fibres Detected

Hand picked refers to small discrete amounts of asbestos distributed unevenly in a large body of non asbestos material.



TECHNICAL

Notes:

If no asbestos is detected in vinyl tiles, mastics, sealants, epoxy resins and ore samples then confirmation by another independent analytical technique is advised due to the nature of the samples.

The results contained within this report relate only to the sample(s) submitted for testing. PB accepts no responsibility for the initial collection, packaging or transportation of samples submitted by external persons. NATA does not accredit sampling. This document may not be reproduced except in full.

Approved	Idontifior
∠hbi o∧ca	identine

Name:

Approved Signatory

Name:

AUTHORISATION DATE

9/02/2017



WSP | Parsons Brinckerhoff Australia Pty Limited

Level 27 Ernst & Young Centre 680 George Street PO Box 20967 World Square Telephone +61 2 9272 1407 Facsimile +61 2 9272 5101 Email ANZLab@pbworld.com

ABN 80 078 004 798

3/02/2017

8/02/2017

9/02/2017

N/A

NCSI Certified Quality System ISO 9001

SYD-2259082A-0026-58181

Certificate of Analysis

Manteena Pty Ltd

Norfolk Island Hospital - Out Buildings

TELEPHONE: 0413 839 398

EMAIL:

CLIENT ADDRESS:

CONTACT:

TEST METHOD:

LOCATION:

CLIENT:

84 Barrier Street, Fyshwick ACT 2609 DATE RECEIVED: DATE ANALYSED:

ORDER NUMBER:

CERTIFICATE NO:

DATE\S SAMPLED:

SAMPLED BY:

Qualitative identification of Asbestos fibre in bulk and soil samples at WSP Parsons Brinckerhoff Corporate Laboratories, by polarised light microscopy, including dispersion staining techniques using AS4964 (2004) and supplementary in house laboratory procedure (LP1 - Identification of Asbestos Fibres). This document is issued in accordance with NATA's requirements under NATA accreditation No. 17199, accredited for compliance with ISO/IEC: 17025. The results of the

tests, calibrations and/or measurements included in this document are traceable to Australian/national standard.

<u>Lab No</u>	Sample ID	Sample Description	Sample Dimensions	Identification Type
001	BAKERY/VFT/A15	Vinyl	19 gm	NAD
002	BAKERY/EBB/A16	Electrical Board	<1 gm	CH
003	BAKERY/SHEET/A17	Fibre Cement Sheet	2 gm	OF, NAD
004	BAKERY/DEBRIS/A18	Fibre Cement Sheet	3 gm	A, C, CH
005	BAKERY/GABLES/A19	Fibre Cement Sheet	<1 gm	CH, OF
006	BAKERY/EAVES/A20	Fibre Cement Sheet	<1 gm	OF, NAD
007	BAKERY/WALLS/A21	Fibre Cement Sheet	16 gm	A, C, CH
800	COUNSELLOR/GABLES/A22	Fibre Cement Sheet	<1 gm	CH, OF
009	WORKSHOP/WALLS/A23	Fibre Cement Sheet	<1 gm	OF, NAD
010	PHYSIOTHERAPY/PADS/A24	Bituminous Material	3 gm	OF, NAD
011	DENTAL/EAVES/A25	Fibre Cement Sheet	<1 gm	OF, NAD
012	ADMIN/PADS/A26	Bitumastic Material	<1 gm	OF, NAD

LEGEND:

NAD No Asbestos Detected CH Chrysotile Asbestos Detected Amosite Asbestos Detected Α C Crocidolite Asbestos Detected Unknown Mineral Fibres Detected UMF Synthetic Mineral Fibres Detected SMF

Organic Fibres Detected

Hand picked refers to small discrete amounts of asbestos distributed unevenly in a large body of non asbestos material.



TECHNICAL COMPETENCE

If no asbestos is detected in vinyl tiles, mastics, sealants, epoxy resins and ore samples then confirmation by another independent analytical technique is advised due to the nature

The results contained within this report relate only to the sample(s) submitted for testing. PB accepts no responsibility for the initial collection, packaging or transportation of samples submitted by external persons. NATA does not accredit sampling. This document may not be reproduced except in full.

Anı	proved	lder	itifier
ΔV	proved	IUCI	IUIICI

iame:		

Approved Signatory

Name:

AUTHORISATION DATE

9/02/2017



Certificate of Analysis

WSP | Parsons Brinckerhoff Australia Pty Limited Level 27 Ernst & Young Centre 680 George Street PO Box 20967 World Square Telephone +61 2 9272 1407 Facsimile +61 2 9272 5101 Email ANZLab@pbworld.com

ABN 80 078 004 798

NCSI Certified Quality System ISO 9001

LOCATION:

Norfolk Island Hospital - Admin building

CERTIFICATE NO:

SYD-2259082A-0026-58168

<u>Lab No</u>	Sample ID	Sample Description	Sample Dimensions	Identification Type
013	AWNING/A13	Fibre Cement Sheet	1 gm	C, CH
014	AWNING/A14	Fibre Cement Sheet	2 gm	CH, OF

LEGEND:

NAD - No Asbestos Detected
CH - Chrysotile Asbestos Detected
A - Amosite Asbestos Detected
C - Crocidolite Asbestos Detected
UMF - Unknown Mineral Fibres Detected
SMF - Synthetic Mineral Fibres Detected
OF - Organic Fibres Detected

Hand picked refers to small discrete amounts of asbestos distributed unevenly in a large body of non asbestos material.



Notes:

If no asbestos is detected in vinyl tiles, mastics, sealants, epoxy resins and ore samples then confirmation by another independent analytical technique is advised due to the nature of the samples.

The results contained within this report relate only to the sample(s) submitted for testing. PB accepts no responsibility for the initial collection, packaging or transportation of samples submitted by external persons. NATA does not accredit sampling. This document may not be reproduced except in full.

Approved Identifier	
Name:	
Approved Signatory	
Name:	
ALITHODIO ATION DATE	

AUTHORISATION DATE

9/02/2017



Certificate of Analysis

WSP | Parsons Brinckerhoff Australia Pty Limited Level 27 Emst & Young Centre 680 George Street PO Box 20967 World Square Telephone +61 2 9272 1407 Facsimile +61 2 9272 5101 Email ANZLab@pbworld.com

ABN 80 078 004 798

NCSI Certified Quality System ISO 9001

LOCATION:

Norfolk Island Hospital - Admin building

CERTIFICATE NO:

SYD-2259082A-0026-58168

CLIENT:

Manteena Pty Ltd

0413 839 398

DATE\S SAMPLED:

2/02/2017

CLIENT ADDRESS:

84 Barrier Street, Fyshwick ACT 2609

8/02/2017

TELEBUONE:

04 Barrier Otreet, 1 youwon not 200

DATE RECEIVED:

TELEPHONE:

DATE ANALYSED:

9/02/2017

EMAIL:

ORDER NUMBER:

N/A

CONTACT:

SAMPLED BY:

TEST METHOD:

Qualitative identification of Asbestos fibre in bulk and soil samples at WSP Parsons Brinckerhoff Corporate Laboratories, by polarised light microscopy, including dispersion staining techniques using AS4964 (2004) and supplementary in house laboratory procedure (LP1 - Identification of Asbestos Fibres). This document is issued in accordance with NATA's requirements under NATA accreditation No. 17199, accredited for compliance with ISO/IEC: 17025. The results of the tests, calibrations and/or measurements included in this document are traceable to Australian/national standard.

<u>Lab No</u>	Sample ID	Sample Description	Sample Dimensions	Identification Type
001	IT ROOM/A1	Fibre Cement Sheet	1 gm	A, C, CH
002	DINING/A2	Fibre Cement Sheet	<1 gm	CH, OF
003	VERANDA/A3	Fibre Cement Sheet	1 gm	OF, NAD
004	VERANDA/A4	Fibre Cement Sheet	1 gm	C, CH, OF
005	BOXING/A5	Fibre Cement Sheet	4 gm	OF, NAD
006	VOID/A6	Fibre Cement Sheet	2 gm	A, C, CH
007	DEBRIS/A7	Fibre Cement Sheet	4 gm	C, CH
800	EAVES/A8	Fibre Cement Sheet	<1 gm	CH, OF
009	VERANDA/A9	Fibre Cement Sheet	<1 gm	OF, NAD
010	CORRIDOR/A10	Fibre Cement Sheet	1 gm	A, C, CH
011	DRUG/A11	Fibre Cement Sheet	<1 gm	C, CH
012	VOID/A12	Fibre Cement Sheet	6 gm	A, C, CH

LEGEND:

NAD - No Asbestos Detected
CH - Chrysotile Asbestos Detected
A - Amosite Asbestos Detected
C - Crocidolite Asbestos Detected
UMF - Unknown Mineral Fibres Detected
SMF - Synthetic Mineral Fibres Detected
OF - Organic Fibres Detected

Hand picked refers to small discrete amounts of asbestos distributed unevenly in a large body of non asbestos material.



If no asbestos is detected in vinyl tiles, mastics, sealants, epoxy resins and ore samples then confirmation by another independent analytical technique is advised due to the nature of the samples.

The results contained within this report relate only to the sample(s) submitted for testing. PB accepts no responsibility for the initial collection, packaging or transportation of samples submitted by external persons. NATA does not accredit sampling. This document may not be reproduced except in full.

Approved	Identifier
Approved	idelimiel

lame:	

Approved Signatory

Name:



AUTHORISATION DATE

9/02/2017

Appendix C

CERTIFICATE OF ANALYSIS

ctive Actions	Remediation Date										
agement Corrective Actions	Remediation Comments					(17)					
Risk Management	Consultant Comments	Minor risk of exposure under current condition and use. Recommended to maintain condition and reinspect on annual basis.	Minor risk of exposure under current condition and use. Recommended to maintain condition and reinspect on annual basis.	Minor risk of exposure under current condition and use. Recommended to maintain condition and reinspect on annual basis.	Minor risk of exposure under current condition and use. Recommended to maintain condition and reinspect on annual basis.	Minor risk of exposure under current condition and use. Recommended to maintain condition and reinspect on annual basis.	Minor risk of exposure under current condition and use. Recommended to maintain condition and reinspect on annual basis.	Minor risk of exposure under current condition and use. Recommended to maintain condition and reinspect on annual basis.	Minor risk of exposure under current condition and use. Recommended to maintain condition and reinspect on annual basis.	Minor risk of exposure under current condition and use. Recommended to maintain condition and reinspect on annual basis.	Minor risk of exposure under current condition and use. Recommended to
	Risk Rating (L, M, H)	-1	٦	٦	۳ ا	٦	-1	_		٦	_
Risk Assessment	Condition Disturbance Potential (1-5)	ш	ш	Ш	ш	Ш	ш	ш	ш	ш	ш
EZ.	Condition (1-5)	Ŋ	rs.	'n	r,	ĸ	ıo	ις	ß	ıs	ın
	Friability (NF, F)	본	불	Ľ.	Ϋ́	ΗN	N.	Ā	H.	Ŗ	Ľ.
	Photo Number		ı	ı	-	'	1	1	,	,	
	Size	6m²	5 m ²	6m²	2 m ²						
	Result	. ₽	.	퓽	5	5	5	퓽	5	푱	퓽
	Sample	Same as A34	Same as A33	Same as A34	Same as						
	Application	Ceiling lining	Wall lining	Ceiling lining		Ceiling lining	Wall lining	Celling lining	Wall lining	Ceiling lining	Ceiling lining
Material Identification	Material	Fibre cement sheeting	Fibre cement sheeting	Fibre cement sheeting	Fibre cement sheeting Wall lining	Fibre cement sheeting	Fibre cement sheeting	Fibre cement sheeting	Fibre cement sheeting Wall lining	Fibre cement sheeting	Fibre cement sheeting
EW.	Primary Location Secondary Location	Unit 2 Bathroom - Shower ceiling lining	Unit 3 Bathroom - Shower wall lining (South & East)	Unit 3 Bathroom - Shower celling lining	Unit 4 Bathroom - Shower wall lining (South & East)	Unit 4 -Shower ceiling lining	Unit 5 Bathroom - Shower wall lining (South & East)	Unit 5 -Shower ceiling lining	Unit 6 Bathroom - Shower wall lining (South & East)	Unit 6 -Shawer ceiling lining	Communal Lounge
	Primary Location	Mawson House Units	Mawson House								
	Level	Ground	parad								
	Sample		Asbestos	Asbestas	Asbestos	Asbestos	Asbestos	Asbestos	Asbestos	Asbestos (Appendix

BRINCKERHOFF	CITIO	Remediation Date														
gement Corrective Actions	TO SALISSING WITH THE WITH	Remediation Comments														
Risk Management	The state of the s	Consultant Comments	Minor risk of exposure under current condition and use. Recommended to maintain condition and reinspect on annual basis.	No further action required	No further action required	No further action required	No further action required	Minor risk of exposure under current condition and use. Recommended to maintain condition and reinspect on annual basis.	Recommend Removal	Minor risk of exposure under current condition and use. Recommended to maintain condition and reinspect on annual basis.	Minor risk of exposure under current condition and use. Recommended to maintain condition and reinspect on annual basis.	Recommend Removal if area is accessed for maintenance	Minor risk of exposure under current condition and use. Recommended to maintain condition and reinspect on annual basis.	Minor risk of exposure under current condition and use. Recommended to maintain condition and reinspect on annual basis.	Minor risk of exposure under current condition and use. Recommended to maintain condition and reinspect on annual basis.	Minor risk of exposure under current condition and use. Recommended to maintain condition and dispersion and maintain condition and according to the condition and condition and the condition a
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i c	Condition	(1-5)	w					w	7	r.	w	2	, го	ເລ	υρ	ĸ
	Estability	(NF, F)	Ä.	Ą	Ę	Ä	R R	R	F.	Ą	Ä	Ā	R	Ä	Ŗ	Ä
	Dhoto	Number	9	,				17	81	19	20	21	22	23	54	t
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		Result	5	NAD	NAD	NAD	NAD	5	A, CH	5	5	끙	.		ъ	퓽
	Samula	Number	A22	A23	A24	A25	A26	A27	A28	A29	A30	A31	A32	A33	A34	Same as A33
		Application	Wall lining	Wall lining	Pier pads	Eaves lining	Pier pads	Electrical Backing Board	Debris	Ceiling lining	Electrical Backing Board	Debris	Eaves lining	Wall lining	Celling lining	Wall lining
Material Identification		Material	Fibre cement sheeting	Fibre cement sheeting	Bitumastic material	Fibre cement sheeting	Bitumastic material	Resinous Board	Fibre cement sheeting	Fibre cement sheeting	Resinous Board	Fibre cement sheeting	Fibre cement sheeting	Fibre cement sheeting	Fibre cement sheeting	Fibre cement sheeting
Σ		Primary Location Secondary Location	External - Gables (North)	Exterior to Workshop room (North & West) - F Wall lining	Underfloor Void - Pier pads to pillars	External - Eaves linings (throughout)	Underfloor Void - Pier pads to pillars (variable locations)	External (West) - Electrical Box	External (West) - Debris on ground	Verandah (East) - Ceiling	External (West) - Electrical Box	Underfloor Void (South)	Laundry (South) - Eaves Lining	Unit 1 Bathroom - Shower wall lining (South & East)	Unit 1 Bathroom - Shower ceiling lining	Unit 2 Bathroom - Shower wall lining (South & East)
		Primary Location	Counsellor Building (Baby Health)		Physiotherapy Building		Main Hospital (Administration Building)	Staff Quarters	Staff Quarters	Staff Quarters	Archive Store Building	Archive Store Building	Mawson House Units	Mawson House Units	Mawson House Units	Mawson House Units
		Level	Ground	Ground	Ground	Ground	Ground	Ground	Ground	Ground	Ground	Ground	Ground	Ground	Ground	Ground
	Samola	Type	Asbestos	Asbestos	Asbestos	Asbestos	Asbestos	Asbestos	Asbestos	Asbestos	Asbestos	Asbestos	Aspestos	Asbestos	Asbestos	Asbestos

	ate													
tions	Remediation Date													
Corrective Actions	mments													
Ö	Remediation Comments													
Risk Management	Consultant Comments	Low risk of exposure under current condition and use. Recommended to maintain condition and reinspect on annual basis.	Recommend Removal if refurbishment work will impact on the celling lining	Minor risk of exposure under current condition and use. Recommended to maintain condition and reinspect on annual basis.	Minor risk of exposure under current condition and use. Recommended to maintain condition and reinspect on annual basis.	Minor risk of exposure under current condition and use. Recommended to maintain condition and reinspect on annual basis.	No further action required	No further action required	Minor risk of exposure under current condition and use. Recommended to maintain condition and relinspect on annual basis.	No further action required	Recommend Removal	Low risk item under current use. It is recommended to ensapsulate it the material, thereafter, maintain condition and reinspect on annual basis.	No further action required	Recommend repairs and encapsulation to damaged sheeting. Thereafter maintain condition and
	Risk Rating (L, M, H)	Г	Σ	٦	٦	٦	-	•	Ţ		I	٦		Σ
Risk Assessment	Disturbance Potential (A-E)	ш	В	ш	ш	ш	-	-	Ш	-	٧	Q	,	ш
	Conditton (1-5)	4	2	ro.	ro	ın	,	-	ιΩ		2	4		7
	Friability (NF, F)	Ą	Ä	Ľ,	H N	R H	Ą	Ą	Ā	N H	Ν	Ľ.	¥	Ä
	Photo	80	O)	10		1	ı	,	12	•	13	4-		75
	Size	12m²	<1m²	4m²	8m2	8m²	2m²	5m²	<1m²	1m²	1m²	40m²	16m²	120m²
	Result	C, CH	A, C, CH	£5,5	5 0	5	NAD	NAD	5	NAD	А, С, СН	5	NAD	А, С, СН
	Sample	A11	A12	A13	Same A13	A14	A15	A15	A16	A17	A18	A19	A20	A21
	Application	Wall lining	Debris	Ceiling lining	Celling lining	Ceiling lining	Floor lining	Floor lining	Electrical Backing Board	Sheeting material	Debris	Wall lining	Eaves lining	Wall lining
Material Identification	Material	Drug Cupboard - Wall lining (North, South & Fibre cement sheeting East)	Fibre cement sheeting	Fibre cement sheeting	Fibre cement sheeting	Fibre cement sheeting	Green Vinyl floor tiles	Green Vinyl floor tiles	Resinous Board	Fibre cement sheeting	Corrugated cement sheeting	Fibre cement sheeting	Fibre cement sheeting	Corrugated cement sheeting
M	Secondary Location	Drug Cupboard - Wall lining (North, South & East)	Ceiling Void (accessed from Manhole in Intensive Care Ward) - Debris above IT room	External - Awning outside Ward 3 Toilet	External - Awning outside Ward 1 (South decking)	External - Awning outside Pathology Office	Bathroom - Floor	Bathroom Lobby - Floor	External (North-East) - Resinous Board Electrical Box	Main Bakery room (North-East comer) - Wooden Pallet with fibre cement sheeting board	ial - Debris on d'area inding building	External - Gables (throughout)	External - Eaves Linings (East & West)	External - Corrugated (sheeting to lower
	Primary Location	Main Hospital (Administration Building)	Main Hospital (Administration Building)	Main Hospital (Administration Building)	Main Hospital (Administration Building)	Main Hospital (Administration Building)	Old Bakery	Old Bakery	Old Bakery	Old Bakery	Old Bakery	Old Bakery	Old Bakery	Old Bakery
	Level	Ground	Ground	Ground	Ground	Ground	Ground	Ground	Ground	Ground	Ground	Ground	Ground	Ground
	Sample		Asbestos	Asbestos	Asbestos	Asbestos	Asbestos	Asbestos	Asbestos (Asbestos (Asbestos (Asbestos (Asbestos	Asbestos

L			T	_	1	T			1			T	
NS	ions Pemediation Date												
WSP PAR	Remediation Comments Bon												
	Consultant Comments	Recommend Removal - Damaged celling (large hote in celling - edges have been encapsulated). Debris present in the celling void	Minor risk of exposure under current condition and use. Recommended to maintain condition and reinspect on annual basis.	No further action required	Minor risk of exposure under current condition and use. Recommended to maintain condition and reinspect on annual basis.	No further action required	Recommend Removal if refurbishment work will impact on the celling lining	Recommend Removal if refurbishment work will impact on the ceiling lining	Minor risk of exposure under current condition and use. Recommended to maintain condition and reinspect on annual basis.	No further action required	Minor risk of exposure under current condition and use. Recommended to maintain condition and reinspect on annual basis.	Minor risk of exposure under current condition and use. Recommended to maintain condition and reinspect on amnual basis.	Minor risk of exposure under current condition and use. Recommended to maintain condition and reinspect on annual basis.
	Risk Rating	(C, M, H)		(4)	_		Σ	N		1	_	٦	٦
(Disturbance Potential	(A-E)	ш		ш		ω	ω.	ш	-	ш	ш	ш
	5	2 2	ស	,	ω		2	2	ιO	97	ď	ın	rb
	Friability	Ä HZ	Ä	Ŗ	Ľ,	볼	¥	Ą	Ą	¥	Ŋ	Ä	N H
		Number 1	2		ю		4	ıo	ω		7		•
	Size	4 m2	50m²	7m²	7m²	2m²	60m²	5m²	12m²	12m²	6т²	10m²	20m²
	Result	A, CH, C	5	NAD	CH, C	NAD	А, СН, С	C, CH	₹	NAD	A, C, CH	А, С, СН	А, С, СН
	Sample	A1	A2	A3	A4	A5	A6	A7	A8	99	A10	Same as A10	Same as A10
\$	Application		Ceiling lining	Ceiling lining	Ceiling lining	Boxing	Wall lining	Debris	Eaves lining	Wall lining	Ceiling lining	Ceiling lining	Wall lining
Material Identification	Material	Fibre o	Fibre cement sheeting	Fibre cement sheeting	Fibre cement sheeting	Fibre cement sheeting	Fibre cement sheeting	Fibre cement sheeting	Fibre cement sheeting	Fibre cement sheeting	Fibre cement sheeting	Fibre cement sheeting	Fibre cement sheeting
ž	Primary Location Secondary Location	I T Room (adjacent Drug store room) - Celling	Aged Care - Dining Room ceiling	Veranda from Ward 9 - Ceiling	Veranda from Ward 2 - Ceiling	External (South- West) - Boxing Unit	Ceiling Void (accessed from Manhole in Intensive Care Ward) - Walls throughout	Ceiling Void (accessed from Manhole in Intensive Care Ward) - Debris throughout	External - Eaves linings to Aged Care Unit (North & East)	Veranda (East & South) from Ward 2 - Wall lining	Corridor outside Doctor 3 Office - ceiling	Entrance Lobby outside Reception - ceiling	Entrance Lobby outside Reception - Walls (North, East & West)
	Primary Location	Main Hospital (Administration Building)	Main Hospital (Administration Building)	Main Hospital (Administration Building)	Main Hospital (Administration Building)	Main Hospital (Administration Building)	Main Hospital (Administration Building)	Main Hospital (Administration Building)	Main Hospital (Administration Building)	Main Hospital (Administration Building)	Main Hospital (Administration Building)	Main Hospital (Administration Building)	Main Hospital (Administration Building)
	Level		Ground	Ground	Ground	Ground	Ground	Ground	Ground	Ground	Ground	Ground	Ground
	Sample	Asbestos	Asbestos	Asbestos (Asbestos (Asbestos	Asbestos	Asbestos (Asbestos	Asbestos	Asbestos	Asbestos	Asbestos (

Appendix B

ASBESTOS MATERIALS REGISTER

Table 3 Risk Assessment Chart

			PROBA	BILITY DISTUI	RBANCE	
MATERIAL CONDITION		PUBLIC	CERTAIN	LIKELY	POSSIBLE	UNLIKELY
		Α	В	С	D	E
UNKNOWN	1	1	2	4	7	11
POOR	2	3	5	8	12	16
MODERATE	3	6	9	13	17	20
FAIR	4	10	14	18	21	23
GOOD	5	15	19	22	24	25

LEGEND: 1-6 HIGH RISK 7-15 MEDIUM RISK 16-25 LOW RISK

Table 1 Definitions

CODE	ITEM	DEFINITION					
U	UNKNOWN	NO ACCESS TO ASSESS FRIABILITY OR CONDITION					
N/A	NOT APPLICABLE / PRACTICABLE	NOT APPLICABLE / PRACTICABLE					
	FRIABILITY	(ASBESTOS AND SMF)					
F	FRIABLE	MATERIAL THAT: (A) IS IN A POWDER FORM OR THAT CAN BE CRUMBLED, PULVERISED OR REDUCED TO A POWDER BY HAND PRESSURE WHEN DRY, AND (B) CONTAINS ASBESTOS.					
NF	NON-FRIABLE	MATERIAL CONTAINING ASBESTOS THAT IS NOT FRIABLE ASBESTOS, INCLUDING MATERIAL CONTAINING ASBESTOS FIBRES REINFORCED WIT A BONDING COMPOUND.					

Note: Friability only applies to asbestos and SMF

 Table 2
 Condition and Disturbance Assessment

able 2 Condition and Disturbance Assessment										
		CONDITION								
1	UNKNOWN	NO ACCESS TO ASSESS CONDITION.								
2	POOR	OBVIOUS DAMAGED OR DETERIORATION, EXTENSIVE DUST AND CONTAMINATION								
3	MODERATE	MAJOR DAMAGE THROUGHOUT, NO DEBRIS OR DUST, NOT BE SEALED / ENCAPSULATED								
4	FAIR	MINOR DAMAGE OR DETERIORATION, NOT SEALED OR ENCAPSULATED								
5	GOOD	NO OBVIOUS DETERIORATION, SECURED IN PLACE, SEALED AND ENCAPSULATED.								
	DISTUR	BANCE POTENTIAL								
А	PUBLIC	PUBLIC ACCESS AREAS, USED BY CHILDREN AND THE ELDERLY								
В	CERTAIN	DISTURBANCE VERY LIKELY TO OCCUR DURING TYPICAL OCCUPANCY OF THE BUILDING AND DURING MAINTENANCE WORKS								
С	HIGH	DISTURBANCE MAY OCCUR DURING TYPICAL OCCUPANCY OF THE BUILDING AND IS LIKELY DURING MAINTENANCE WORKS								
D	MEDIUM	DISTURBANCE UNLIKELY DURING TYPICAL OCCUPANCY OF THE BUILDING HOWEVER MAY OCCUR DURING MAINTENANCE WORKS								
Ε	LOW	DISTURBANCE UNLIKELY DURING TYPICAL OCCUPATION OF THE BUILDING								

Appendix A

RISK MATRIX

7

STATEMENT OF LIMITATIONS

7.1 Scope of Services

This Asbestos Materials Survey Report ('the report') has been prepared in accordance with the scope of services set out in the contract, or as otherwise agreed, between the Client and Parsons Brinckerhoff ('scope of services'). In some circumstances the scope of services may have been limited by a range of factors such as time, budget, access and/or site disturbance constraints.

7.2 Reliance on Data

In preparing the report, Parsons Brinckerhoff has relied upon data, surveys, analyses, designs, plans and other information provided by the Client and other individuals and organisations, most of which are referred to in the report ('the data'). Except as otherwise stated in the report, Parsons Brinckerhoff has not verified the accuracy or completeness of the data. To the extent that the statements, opinions, facts, information, conclusions and/or recommendations in the report ('conclusions') are based in whole or part on the data, those conclusions are contingent upon the accuracy and completeness of the data. Parsons Brinckerhoff will not be liable in relation to incorrect conclusions should any data, information or condition be incorrect or have been concealed, withheld, misrepresented or otherwise not fully disclosed to Parsons Brinckerhoff.

7.3 Environmental Conclusions

In accordance with the scope of services, Parsons Brinckerhoff has relied upon the data and has not conducted any environmental field monitoring or testing in the preparation of the report. The conclusions are based upon the data and visual observations and are therefore merely indicative of the environmental condition of the site at the time of preparing the report, including the presence or otherwise of contaminants or emissions.

Within the limitations imposed by the scope of services, the assessment of the site and preparation of this report have been undertaken and performed in a professional manner, in accordance with generally accepted practices and using a degree of skill and care ordinarily exercised by reputable environmental consultants under similar circumstances. No other warranty, expressed or implied, is made.

7.4 Report for Benefit of Client

The report has been prepared for the benefit of the Client and no other party. Parsons Brinckerhoff assumes no responsibility and will not be liable to any other person or organisation for or in relation to any matter dealt with or conclusions expressed in the report, or for any loss or damage suffered by any other person or organisation arising from matters dealt with or conclusions expressed in the report (including without limitation matters arising from any negligent act or omission of Parsons Brinckerhoff or for any loss or damage suffered by any other party in relying upon the matters dealt with or conclusions expressed in the report). Other parties should not rely upon the report or the accuracy or completeness of any conclusions and should make their own enquiries and obtain independent advice in relation to such matters.

7.5 Other Limitations

Parsons Brinckerhoff will not be liable to update or revise the report to take into account any events, emergent circumstances or facts occurring or becoming apparent after the date of the report.

The scope of services did not include any assessment of the title to nor ownership of the properties, buildings and structures referred to in the report, nor the application or interpretation of laws in the jurisdiction in which those properties, buildings and structures are located.

- When leaving the work area all site personnel must make their way to the nominated dry decontamination area, remove their coveralls and clean their masks and boots using the wet rags. Respirator must remain on during decontamination and must only be removed on completion of decontamination.
- All equipment that is to leave the work area must also be decontaminated in the dry decontamination area with the use of wet rags.
- Any equipment that cannot be decontaminated completely such as HEPA vacuum cleaners and brushes must be placed and sealed in 200µm polythene bags prior to removal from site.
- → Once the decontamination process is complete contaminated rags and coveralls must be disposed of in 200µm polythene bags.
- At completion of works all asbestos related materials including polythene, coveralls, geo-fabric and rags must be double wrapped and sealed for disposal as asbestos contaminated waste.

6.1.6 Friable asbestos

- → For friable asbestos removal works a wet 3 stage decontamination unit will be set up adjacent to, and directly connected with, the enclosed asbestos work area.
- → The three stages are divided into the dirty decontamination area, clean decontamination area and clean changing area.
- → When leaving the work area all site personnel must enter the dirty decontamination area, vacuum clean or hose down all contaminated coveralls and footwear. Remove footwear and leave boots upside down within dirty decontamination area. Shower while wearing protective clothing and respirator with warm water. Leave respirator on and remove coveralls and place in 200 micron thick polythene bag.
- → Move to clean decontamination area and commence showering and remove respirator. Thoroughly wash hands, fingernails, face, head and respirator. Store the respirator in a suitable container within the clean decontamination area.
- Move to the clean change area, towel dry and change into clean clothes.

A clearance inspection of the work area shall be undertaken at the completion of the works by a licenced asbestos assessor such as Parsons Brinckerhoff in accordance with WorkCover NSW How to Safely Remove Asbestos. Code of Practice 2016.

6.1.2 Waste disposal

- All asbestos containing materials removed must be either wrapped and sealed within 200 µm thick polythene or placed within 200 µm polythene bag which is no longer than 1200 mm and no wider then 900mm wide.
- → Bins or tip trucks should be utilised during the removal process and placed in the driveway area.
- The bins/trucks must be lined with 200 µm thick polythene prior to being filled with the wrapped asbestos waste. The bins must be sealed (covered with 200 µm thick polythene) at the end of each shift and prior to removal off site.
- → When bins are ready to be moved from the work area they must be sealed and inspected by the occupational hygiene consultant and/or licenced asbestos assessor to ensure they are sealed correctly prior to movement to the waste disposal facility.

6.1.3 Air monitoring and clearance procedures

- → In all cases an occupational hygiene consultant, who may also be a licenced asbestos assessor for friable removal or a competent person for non-friable removal with NATA accreditation, will be required on site to carry out perimeter, personal and clearance air monitoring and inspections. The hygienist will be required to carry out a full visual inspection of the work area prior to the commencement of any hazardous materials removal works to ensure containment measures are satisfactory.
- During all asbestos removal works 'work in progress' air monitoring should be undertaken surrounding the work area, decontamination areas, negative pressure units and waste transit route.
- Following the completion of the hazardous materials removal works the occupational hygiene consultant will be required to undertake a thorough visual inspection of the work area and transit route.
- If removal works are not to the satisfaction of the occupational hygiene consultant, removal contractors will be required to re-enter the work area and rectify any issues arising from the inspection.
- Only following satisfactory clearance inspection and air monitoring where required, will removal works be deemed as completed.
- A final inspection by the occupational hygiene consultant of the work site will be required following removal of enclosure and equipment to ensure no debris or dust remains onsite.
- The licensed asbestos assessor or competent person who carried out the clearance inspection must issue a clearance certificate, in accordance with this regulation, before the asbestos removal area at the workplace is re-occupied.

6.1.4 Decontamination

Personal decontamination must be undertaken each time workers leave the asbestos work area and at the completion of the asbestos removal work. Personal decontamination should be done within the asbestos work area where re-contamination cannot occur. Refer to WorkCover NSW How to Safely Remove Asbestos, Code of Practice 2016 and the NSW WHS Regulation 2011 made under NSW WHS Act 2011 for personal decontamination methods

6.1.5 Non-friable (bonded) asbestos

→ For non-friable (bonded) asbestos removal works a dry decontamination area is to be set up at the entry point of the asbestos work area. This will include a sheet of 200 micron thick polythene weighed down with sandbags being laid on the floor with a bucket of water and a bag of rags.

6 ASBESTOS MATERIALS MANAGEMENT PLAN

To assist in the management of ACM and to ensure compliance with relevant regulations, it is recommended that a separate Asbestos Management Plan be prepared, which should include information regarding:

- Roles and responsibilities
- Prohibitions
- Management plan and register reviews
- Labelling
- Demolition and refurbishment works
- Asbestos removal works
- Incidents and emergencies
- Record keepings

6.1 Asbestos Removal Control Plan (ARCP)

6.1.1 General

WSP | Parsons Brinckerhoff has provided the following recommendations as a general guide for the safe removal of asbestos containing materials in accordance with the requirements of WorkCover NSW How to Safely Remove Asbestos, Code of Practice 2016.

- Prior to the commencement of any specific asbestos removal works, a site and material specific asbestos removal control plan must be developed by a competent person such as a licenced asbestos assessor or licensed asbestos removal contractor.
- → asbestos removal work should wear appropriate PPE including respiratory protective equipment (RPE) conforming with the requirements of AS/NZS1716-2003 Respiratory Protective Devices' and AS/NZS 1715:2009 Selection, Use and Maintenance of Respiratory Protective Devices. Protective disposable coveralls must be chosen that provide particle-tight protection (Type 5) and limited splash-tight protection (Type 6). Disposable coveralls should not have external pockets or Velcro fastenings.
- All work should be carried out in accordance with WorkCover NSW How to Safely Remove Asbestos, Code of Practice 2016 and the NSW WHS Regulation 2011 made under NSW WHS Act 2011. Handling and disposal of asbestos waste material should be carried out in accordance with the relevant guidelines.
- All fibre air monitoring shall be carried out by an licenced asbestos assessor with NATA accreditation in accordance with National Occupational Health and Safety Commission (NOHSC), Guidance Note on the Membrane Filter Method for Estimating Airborne Asbestos Fibres [NOHSC:3003(2005)], NOHSC, Australia.
- Personal decontamination must be undertaken each time workers leave the asbestos work area and at the completion of the asbestos removal work. Personal decontamination should be undertaken within the nominated decontamination area. The extent of decontamination required is dependent upon the type of asbestos being removed. If friable asbestos is being removed then a three stage wet decontamination unit shall be required. If it is noted that non-friable ACM is being removed this may be undertaken in a nominated dry decontamination area. Refer to WorkCover NSW How to Safely Remove Asbestos, Code of Practice 2016 and the NSW WHS Regulation 2011 made under NSW WHS Act 2011 for personal decontamination methods.

Mawson House Units	Communal Lounge Toilet, corridor & Bathroom – Ceiling linings	Fibre cement sheeting
	9 9	

It is recommended as a minimum that low risk ACM should be maintained in a good and stable condition and labelled, where practical, with asbestos warning labels that comply with the requirements of SafeWork Australia, How to Manage and Control Asbestos in the Workplace: Code of Practice 2016.

Good and stable condition means that the ACM should be suitably sealed and any evident damage repaired. If the ACM is to be removed this should be undertaken in accordance with SafeWork Australia How to Safely Remove Asbestos, Code of Practice 2016.

5.1.3 Low Risk ACM

At the time of the initial inspection low risk non-friable ACM were identified in the following locations:

Table 5.3 Low Risk ACM

Building	Location	Material
Main Hospital	Ages Care Dining Room – Ceiling linings	Fibre cement sheeting
Main Hospital	Veranda from Ward 2 – Ceiling linings	Fibre cement sheeting
Main Hospital	Aged Care Unit – Eaves linings	Fibre cement sheeting
Main hospital	Corridor outside Doctor 3 Office – Ceiling linings	Fibre cement sheeting
Main Hospital	Entrance Lobby outside Reception – Ceiling linings	Fibre cement sheeting
Main Hospital	Entrance Lobby outside Reception – Wall linings	Fibre cement sheeting
Main Hospital	Drug Cupboard – Wall linings	Fibre cement sheeting
Main Hospital	Awning outside Ward 3 Toilet – Ceiling linings	Fibre cement sheeting
Main Hospital	Awning outside Ward 1– Ceiling lining	Fibre cement sheeting
Main Hospital	Awning outside Pathology Office – Ceiling lining	Fibre cement sheeting
Old Bakery	External – Electrical Backing Board	Resinous Board
Old Bakery	External – Gable linings	Fibre cement sheeting
Counsellor Building	External – Gable linings	Fibre cement sheeting
Staff Quarters	External – Electrical Backing Board	Resinous board
Staff Quarters	External Veranda – Ceiling linings	Fibre cement sheeting
Archive Store	External – Electrical Backing Board	Resinous board
Mawson House Units	Laundry Building – Eaves linings	Fibre cement sheeting
Mawson House Units	Unit 1, 2, 3, 4, 5 & 6 Bathrooms – Wall linings	Fibre cement sheeting
Mawson House Units	Unit 1, 2, 3, 4, 5 & 6 Bathrooms – Wall linings	Fibre cement sheeting

5 FINDINGS AND RECOMMENDATIONS

5.1 Asbestos Containing Materials

5.1.1 High Risk ACM

At the time of the initial inspection high risk non-friable ACM were identified in the following locations:

Table 5.1 High Risk ACM

Building	Location	Material	
Main Hospital	Exterior – Grounds surrounding building and underfloor void	Fibre cement sheeting debris	
Old Bakery	Exterior – Grounds surrounding building	Fibre cement sheeting debris	
Staff Quarters	Exterior – Ground on West side of building	Fibre cement sheeting debris	
Main Hospital	IT Room – Ceiling Lining	Fibre cement sheeting	
Main Hospital	Ceiling Void above IT Room – Ceiling Lining debris	Fibre cement sheeting debris	

This item poses a high risk of exposure under current condition, location and use. It is recommended that the item be remove in accordance with How to Safely Remove Asbestos, Code of Practice 2016. All work to be conducted by licensed asbestos removal contractors.

5.1.2 Medium Risk ACM

At the time of the initial inspection medium risk non-friable ACM were identified in the following locations:

Table 5.2 Medium Risk ACM

Building	Location	Material	
Main Hospital	Ceiling Void – Wall lining and associated debris	Fibre cement sheeting debris	
Old Bakery	Exterior – Wall lining	Corrugated cement sheeting	
Archive Store	Underfloor Void – Debris under building	Fibre cement sheeting debris	

This item poses a medium risk of exposure under current condition, location and use. It is recommended to isolate the item and its use, and remove in accordance with How to Safely Remove Asbestos, Code of Practice 2016. All work to be conducted by licensed asbestos removal contractors.

4

ASBESTOS MATERIALS RISK ASSESSMENT AND PRIORITY RATINGS

To assess the health risk posed by the presence of asbestos containing materials, the following factors must be considered:

4.1 ACM risk assessment factors

These factors include:

- Condition of the material. This is described as being either good (not been damaged or have not deteriorated), medium (minor deterioration or damage) or poor (materials which have been extensively damaged or their condition has deteriorated over time);
- Proximity of air plenums and direct air stream;
- > Friability of the material (ease with which the material can be crumbled) listed as either friable or non-friable;
- > Requirement for access for building or maintenance operations and accessibility (low, medium or high);
- Likelihood of disturbance of the material;
- Exposed surface areas and;
- Environmental conditions.

These aspects are in turn judged upon; (i) potential for fibre generation; and, (ii) the potential for exposure. When these factors have indicated that there is a possibility of exposure to airborne fibres, appropriate recommendations for repair, maintenance or abatement of the asbestos containing materials are made.

3 SITE DESCRIPTION

3.1 Site location

Site is located at Norfolk Island Hospital, Grassy Road, Norfolk Island 2899.

3.2 Site description

The survey was restricted to Fourteen (14) buildings owned and managed by Norfolk Island Hospital. The resurvey was targeted, in that areas marked out by the plan provided to WSP Parsons Brinckerhoff by the client were assessed. The buildings inspected are listed below:

Table 3.1 List of buildings inspected

Building
Main Hospital Building
Laundry Building
Archives Store Building
Mortuary Building
Red Cross Building
Workshop Building
Old Shed Building
Counsellor/Health Building
Physiotherapy Building
Mawson Units Building
Staff Quarters Building
Ambulance Station Building
Old Bakery Building
Dental Clinic Building

3.3 Survey Restrictions

The inspection was limited to the buildings listed above, and specifically, to areas marked by the plan provided by the client (See Appendix E). The survey was not fully intrusive and therefore, confined spaces were not accessible. No access was possible to electrical equipment due to electrical hazard. The ceiling space and roof of each building could not be fully accessed at time of inspection due to height restrictions within some voids.

2 SURVEY METHODOLOGY

2.1 Site Inspection

The identification of asbestos containing materials involves a combination of visual inspection of the accessible areas of the building/structure and the collection of representative samples of the suspect materials for the purpose of analytical confirmation. Where identical suspect materials are detected at different locations, visual confirmation only may have been made rather than additional sample collection.

Access was made only where safe access by solid floors, decking, walkways, protected catwalks or ladders was available. Minimal to no disturbance of any equipment was undertaken as part of the survey as all plant, electrical installations, pipe-work and associated equipment were considered live at the time of the survey.

Access through the buildings and structures on the site was made by systematic walkthrough, with the order of the items listed in the Asbestos Register reflective of the order of the inspection.

2.2 Sample Analysis

Representative samples of materials suspected to contain asbestos were collected and analysed at WSP | Parsons Brinckerhoff's in-house laboratory NATA Accredited. The identification of asbestos fibres is based on using Polarised Light Microscopy supplemented with Dispersion Staining techniques. This is detailed in Australian Standard 4964-2004 'Method for the qualitative identification of asbestos in bulk samples'. Asbestos samples were only collected for analysis where the safety of personnel would not be compromised. Sampling was conducted in accordance with the WSP | Parsons Brinckerhoff's in house survey guide, Safework Australia's Code of Practice, 'How to Manage and Control Asbestos in the Workplace' and the United Kingdom Health & Safety Executive publication, 'HSG 264: Asbestos: The survey guide'.

2.3 Collection of Data

Following the asbestos re-inspection survey and any subsequent sample analysis, all data collected was tabulated to form an asbestos materials register which includes risk ratings, location, and representative photos.

1.1 Legislative Requirements

The re-inspection works and production of this report have been undertaken in accordance with the requirements of the following documents:

- → Work Health and Safety Act 2011 (Commonwealth)
- Work Health and Safety Act 2011 (NSW)
- → Work Health and Safety Regulation 2011 (NSW)
- → How to Manage and Control Asbestos in the Workplace: Code of Practice 2016.
- How to Safely Remove Asbestos: Code of Practice 2016.
- → Guidance Note on the Membrane Filter Method for Estimating Airborne Asbestos Fibres. 2nd Edition [NOHSC:3003(2005)]
- → AS 1319, Standards Association of Australia, Rules for the Design and Use of Safety Signs for the Occupational Environment
- AS 1715, Standards Association of Australia, Selection, Use and Maintenance of Respiratory Protective Devices
- → AS 1716, Standards Association of Australia, Respiratory Protective Devices
- → AS 2601 Demolition of Structures
- NSW Protection of the Environment Operations Act 1997.

1.2 Scope of Services

The objectives of the asbestos material inspection were to:

- Conduct an re-inspection at Norfolk Island Hospital located at Grassy Road, Norfolk Island 2899 to identify asbestos containing materials based on a hand-marked plan of areas of concern provided by the client;
- Confirm the type, location, friability, disturbance potential and labelling status of asbestos containing materials identified:
- Sampling of representative materials suspected of containing asbestos;
- Suspected ACM and dust collected during the re-inspection were sent to NATA accredited laboratories for analysis.
- Prepare an Asbestos Materials Register;
- > Provide a semi-quantitative risk assessment of the asbestos containing materials identified and;
- Provide recommendations on the control measure strategies in the event of any refurbishment or demolition works.

1 INTRODUCTION

WSP | Parsons Brinckerhoff was commissioned by Manteena to undertake a targeted Asbestos Materials resurvey and risk assessment at Norfolk Island Hospital located at Grassy Road, Norfolk Island 2899. This was based on site plans provided by Manteena (see Appendix E).

This report presents the findings of inspection conducted on 30th January – 5th February 2017.

A complete list of the in-situ and suspected asbestos containing materials identified during the targeted reinspection, including details about the condition and the risk posed by each situation and a risk matrix, has been provided in the hazardous materials register including photographs and certificates of analysis that form the deliverable component of the project. These are attached as Appendices A to D.

No one section or part of a section of this report should be taken as giving an overall idea of this report. Each section must be read in conjunction with the whole of this report, including the asbestos materials register and sample results. This report must also be utilised in conjunction with the GHD survey report.

The inspection identified low risk non-friable asbestos containing material (ACM) in numerous areas of the Hospital; refer to Section 5 for further details. It is recommended as a minimum that low risk ACM should be maintained in a good and stable condition. The materials should also be monitored by an occupational hygiene consultant within a year of this survey being completed. If the material deteriorates further it is recommended that it be encapsulated or removed, based on the consultant's risk evaluation of the material.

Details of all asbestos containing materials identified are presented within the register in Appendix B and the previous register in Appendix E.

To assist in the management of possible asbestos materials being identified on site and to ensure compliance with relevant regulations, it is recommended that a separate Hazardous Materials Management Plan be prepared, which should include information regarding:

- Roles and responsibilities
- Prohibitions
- Management plan and register reviews
- Labelling
- Demolition and refurbishment works
- Asbestos removal works
- · Incidents and emergencies
- Record keepings

EXECUTIVE SUMMARY

On 30th January – 5th February 2017, WSP | Parsons Brinckerhoff Pty Ltd conducted an Asbestos Materials re-survey at Norfolk Island Hospital located at Grassy Road, Norfolk Island NSW 2899. The resurvey was undertaken on behalf of Manteena.

The scope of services for this investigation comprised a detailed visual inspection of specifically marked areas within buildings that were accessible on the days. These areas are detailed in Appendix E (INCLUDING THE GHD REPORT FINDINGS JANUARY 2016). Please note that this re-survey was conducted in conjunction with the GHD report, and that both will need to be on hand and accessible to provide a complete picture of ACM on site.

Representative samples were collected from materials suspected of containing asbestos, with all data generated from the survey used to create an asbestos materials register (Appendix B). A summary of the asbestos materials inspection findings is shown in **Table E.1** and a summary of inaccessible areas is shown in **Table E.2**.

Table E.1 Summary of hazardous materials identified at the time of initial inspection

Hazardous material	Found
Friable asbestos containing material (ACM)	No
Non-friable ACM	Yes

Table E.2 Summary of inaccessible areas at time of initial inspection

Inaccessible areas	Details		
Within confined spaces	Not fully accessed in line with company OHS policies		
Electrical equipment	All electrical equipment, internal and external, was unable to be accessed due to electrical hazards.		
Ceiling spaces	Limited access due to height restrictions within some voids.		

At the time of the inspection high risk fibre cement debris was identified in the underfloor void/Surrounding grounds of the main hospital building, the Old Bakery and the West side of the Staff Quarters. It is recommended to remove the debris as a matter of urgency in accordance with How to Safely Remove Asbestos, Code of Practice 2016. All work to be conducted by licensed asbestos removal contractors.

The inspection also identified high risk damaged fibre cement ceiling in the IT Room. This must be addressed promptly as AC debris is present in the ceiling void above.

Medium risk damaged fibre cement walls/associated debris were found in the ceiling void of the main hospital building and fibre cement debris in the underfloor void of the Archive Store Building. It is also recommended that the damaged walls of the Old Bakery are repaired/encapsulated, and if that's not possible, to be removed.

GLOSSARY

Acronym	Definition	
A	Amosite asbestos (brown asbestos)	
AC	Asbestos cement (asbestos-containing fibrous cement material)	
ACM	Asbestos-containing material	
AS 1216	Standards Association of Australia, Classification and Class Labels for Dangerous Goods	
AS 1319	Standards Association of Australia, Rules for the Design and Use of Safety Signs for the Occupational Environment	
AS 1715	Standards Association of Australia, Selection, Use and Maintenance of Respiratory Protective Devices	
AS 1716	Standards Association of Australia, Respiratory Protective Devices	
ASCC	Australian Safety & Compensation Council	
С	Crocidolite asbestos (blue asbestos)	
СН	Chrysotile asbestos (white asbestos)	
DECC	Department of Environment and Climate Change (now NSW EPA)	
EPA	Environment Protection Authority	
Fibres/mL	Countable fibres per millilitre of air sampled	
FC	Fibre cement (usually sheeting)	
L∕min	Litres per minute of air	
NAD	No asbestos detected	
NATA	National Association of Testing Authorities, Australia	
NOHSC	National Occupational Health and Safety Commission	
PAM	Presumed asbestos material	
PCB	Polychlorinated biphenyls	
PPE	Personal protective equipment	
RPE	Respiratory protective equipment	
SMF	Synthetic mineral fibre	
WH&S	Workplace health and safety	

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Norfolk Island Hospital ASBESTOS MATERIALS REPORT

MANTEENA

Project no: 2259070B Date: January 2017

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MANTEENA

Norfolk Island Hospital

ASBESTOS MATERIALS REPORT

JANUARY 2017



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Document Status

Rev No.	Author	Reviewer		Approved for Issue		
		Name	Signature	Name	Clanatura	Date
0						21/01/2016
					20	



METHOD SUMMARY

METHOD

METHODOLOGY SUMMARY

AN602

Qualitative identification of chrysotile, amosite and crocidolite in bulk samples by polarised light microscopy (PLM) in conjunction with dispersion staining (DS). AS4964 provides the basis for this document. Unequivocal identification of the asbestos minerals present is made by obtaining sufficient diagnostic `clues`, which provide a reasonable degree of certainty, dispersion staining is a mandatory 'clue' for positive identification. If sufficient 'clues' are absent, then positive identification of asbestos is not possible. This procedure requires removal of suspect fibres/bundles from the sample which cannot be returned.

AN602

Fibres/material that cannot be unequivocably identified as one of the three asbestos forms, will be reported as unknown mineral fibres (umf).

FOOTNOTES

Amosite Chrysotile Crocidolite

Amphiboles

Brown Asbestos White Asbestos

Blue Ashestos

Amosite and/or Crocidolite

Not Analysed

Listed, Not Required LNR

NATA accreditation does not cover the performance of this service. Indicative data, theoretical holding time exceeded.

(In reference to soil samples only) This report does not comply with the analytical reporting recommendations in the Western Australian Department of Health Guidelines for the Assessment and Remediation and Management of Asbestos Contaminated sites in Western Australia - May 2009.

Sampled by the client.

Where reported: 'Asbestos Detected': Asbestos detected by polarised light microscopy, including dispersion staining.

Where reported: 'No Asbestos Found': No Asbestos Found by polarised light microscopy, including dispersion staining.

Where reported: 'UMF Detected': Mineral fibres of unknown type detected by polarised light microscopy, including dispersion staining. Confirmation by another independent analytical technique may be necessary.

Even after disintegration it can be very difficult, or impossible, to detect the presence of asbestos in some asbestos containing bulk materials using polarised light microscopy. This is due to the low grade or small length or diameter of asbestos fibres present in the material, or to the fact that very fine fibres have been distributed intimately throughout the materials.

The QC criteria are subject to internal review according to the SGS QAQC plan and may be provided on request or alternatively can be found here: http://www.sgs.com.au/~/media/Local/Australia/Documents/Technical%20Documents/MP-AU-ENV-QU-022%20QA%20QC%20Plan.pdf

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ANALYTICAL REPORT

Fibre ID in bulk	materials			. Method AN602		
Laboratory Reference	Client Reference	Matrix	Sample Description	Date Sampled	Fibre Identification	
SE147227.049	NIH-49	Other	15x10x3mm cement sheet fragment	10 Dec 2015	Amosite, Chrysotile & Crocidolite Asbestos Detected	
SE147227.050	NIH-50	Other	<1g cement sheet fragment	10 Dec 2015	No Asbestos Detected Organic Fibres Detected	
SE147227.051	NIH-51	Other	20x10x3mm cement sheet fragments	10 Dec 2015	No Asbestos Detected	



ANALYTICAL REPORT

RESULTS Fibre ID in bulk materials

Method AN602

Laboratory Reference	Client Reference	Matrix	Sample Description	Date Sampled	Fibre Identification
SE147227.024	NIH-24	Other	20x10x2mm cement sheet fragment	10 Dec 2015	Amosite & Chrysotile Asbestos Detected
SE147227.025	NIH-25	Other	15x10x2mm cement sheet fragment	10 Dec 2015	No Asbestos Detected Organic Fibres Detected
SE147227.026	NIH-26	Other	<1g cement sheet fragment	10 Dec 2015	No Asbestos Detected Organic Fibres Detected
SE147227.027	NIH-27	Other	<1g cement sheet fragments	10 Dec 2015	No Asbestos Detected Organic Fibres Detected
3E147227.028	NIH-28	Other	<1g cement sheet fragment	10 Dec 2015	Chrysotile Asbestos Detected
SE147227.029	NIH-29	Other	25x20x4mm cement sheet fragment	10 Dec 2015	No Asbestos Detected
SE147227.030	NIH-30	Other	15x10x2mm cement sheet fragments	·10 Dec 2015	Chrysotile Asbestos Detected
SE147227.031	NIH-31	Other	<1g cement sheet fragment	10 Dec 2015	Chrysotile Asbestos Detected Organic Fibres Detected
SE147227.032	NIH-32	Other	<1g cement sheet fragments	10 Dec 2015	No Asbestos Detected Organic Fibres Detected
SE147227.033	NIH-33	Other	<1g yellow spongy fibrous materiál	10 Dec 2015	No Asbestos Detected Synthetic Mineral Fibres Detected
SE147227.034	NIH-34	Other	<1g yellow fibrous material	10 Dec 2015	No Asbestos Detected Synthetic Mineral Fibres Detected
SE147227.035	NIH-35	Other	<1g cement sheet fragment	10 Dec 2015	Chrysotile Asbestos Detected
SE147227.036	NIH-36	Other	<1g cement sheet fragments	10 Dec 2015	Chrysotile Asbestos Detected
%E147227.037	NIH-37	Other	30x20x4mm cement sheet fragment	10 Dec 2015	No Asbestos Detected Organic Fibres Detected
SE147227.038	NIH-38	Other	<1g cement sheet fragment	10 Dec 2015	No Asbestos Detected Organic Fibres Detected
SE147227.039	NIH-39	Other	<1g cement sheet fragments	10 Dec 2015	No Asbestos Detected Organic Fibres Detected
SE147227.040	NIH-40	Other	<1g cement sheet fragments	10 Dec 2015	Chrysotile & Crocidolite Asbestos Detected
SE147227.041	NIH-41	Other	<1g cement sheet fragment	10 Dec 2015	No Asbestos Detected Organic Fibres Detected
SE147227.042	NIH-42	Other	<1g cement sheet fragments	10 Dec 2015	Chrysotile Asbestos Detected
SE147227.043	NIH-43	Other	<1g cement sheet fragments	10 Dec 2015	No Asbestos Detected Organic Fibres Detected
SE147227.044	NIH-44	Other	<1g cement sheet fragments	10 Dec 2015	No Asbestos Detected Organic Fibres Detected
SE147227.045	NIH-45	Other	<1g cement sheet fragment	10 Dec 2015	No Asbestos Detected Organic Fibres Detected
SE147227.046	NIH-46	Other	<1g cement sheet fragments	10 Dec 2015	No Asbestos Detected Organic Fibres Detected
SE147227.047	NIH-47	Other	<1g cement sheet fragment	10 Dec 2015	No Asbestos Detected Organic Fibres Detected
SE147227.048	NIH-48	Other	<1g cement sheet fragment	10 Dec 2015	No Asbestos Detected Organic Fibres Detected



ANALYTICAL REPORT

RESULTS -

Laboratory	Client	Matrix	Sample	Date Sampled	Fibre Identification	
Reference	Reference	IVIZUIX	Description	Date Sampled	Fibre identification:	
SE147227.001	NIH-01	Other	30x20x4mm cement sheet fragment	08 Dec 2015	Chrysotile Asbestos Detected	
SE147227.002	NIH-02	Other	10x6x2mm viny tile	08 Dec 2015	No Asbestos Detected	
SE147227.003	NIH-03	Other	<1g cement sheet fragments	08 Dec 2015	Chrysotile Asbestos Detected Organic Fibres Detected	
SE147227.004	NIH-04	Other	15x10x2mm cement sheet fragment	09 Dec 2015	Chrysotile Asbestos Detected Organic Fibres Detected	
SE147227.005	NIH-05	Other	<1g cement sheet fragment	09 Dec 2015	Chrysotile Asbestos Detected Organic Fibres Detected	
SE147227.006	NIH-06	Other	<1g cement. sheet,fragments	09 Dec 2015	No Asbestos Detected Organic Fibres Detected	
SE147227.007	NIH-07	Other	<1g cement sheet fragments	09 Dec 2015	Chrysotile Asbestos Detected Organic Fibres Detected	
SE147227.008	NIH-08	Other	<1g cement sheet fragments	09 Dec 2015	Chrysotile Asbestos Detected Organic Fibres Detected	
SE147227.009	NIH-09	Other	30x20x4mm cement sheet fragment	09 Dec 2015	Chrysotile Asbestos Detected	
SE147227.010	NIH-10	Other	<1g cement sheet fragments	09 Dec 2015	No Asbestos Detected Organic Fibres Detected	
SE147227.011	NIH-11	Other	25x20x6mm cement sheet , fragment	09 Dec 2015	5 No Asbestos Detected	
SE147227.012	NIH-12	Other	<1g cement sheet fragment	09 Dec 2015	No Asbestos Detected Organic Fibres Detected	
SE147227.013	NIH-13	Other	10x5x2mm cement sheet fragment	09 Dec 2015	5 Chrysotile Asbestos Detected Organic Fibres Detected	
SE147227.014	NIH-14	Other	<1g cement sheet fragments	09 Dec 2015	5 Chrysotile Asbestos Detected	
SE147227.015	NIH-15	Other	60x40x4mm cement sheet fragments	09 Dec 2015	5 Amosite, Chrysotile & Crocidolite Asbestos Detected	
SE147227.016	NIH-16	Other	40x10x4mm cement sheet fragment	09 Dec 2015	5 Chrysotile Asbestos Detected Organic Fibres Detected	
SE147227.017	NIH-17	Other	10x10x3mm cement sheet fragment	09 Dec 2015	Chrysotile Asbestos Detected Organic Fibres Detected	
SE147227.018	NIH-18	Other	<1g cement sheet fragments	09 Dec 2015	No Asbestos Detected Organic Fibres Detected	
SE147227.019	NIH-19	Other	<1g cement sheet fragment	09 Dec 2015	· ·	
SE147227.020	NIH-20	Other	<1g cement sheet fragment	09 Dec 2015	Chrysotile Asbestos Detected Organic Fibres Detected	
SE147227.021	NIH-21	Other	90x35x4mm cement sheet fragment	10 Dec 2015	Chrysotile & Crocidolite Asbestos Detected	
SE147227.022	NIH-22	Other	10x10x2mm cement sheet fragment	10 Dec 2015	Chrysotile & Crocidolite Asbestos Detected	
SE147227.023	NIH-23	Other	10x4x2mm cement sheet fragment	10 Dec 2015	No Asbestos Detected Organic Fibres Detected	



ANALYTICAL REPORT





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- COMMENTS

Accredited for compliance with ISO/IEC 17025. NATA accredited laboratory 2562(4354).

Samples #2, 6, 10-12, 18, 23, 25-27, 29, 32, 37-39, 41, 43-48, 50-51 were ashed after initial stereo microscope examination, re-examined and trace analysis performed on samples where asbestos has not been detected. No trace asbestos fibres detected using trace analysis technique.

Asbestos analysed by Approved Identifiers Ravee Sivasubramaniam and Yusuf Kuthpudin .

SIGNATORIES

Asbestos Analyst/Hygiene Team Leade

SGS Australia Pty Ltd ABN 44 000 964 278

Environmental Services

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Appendix C Laboratory report







Report Name Asset Name Inspectors Name Inspection Date Main Photo ID Building Description

Asbestos building materials assessment Workshop

10/12/2015 2296784-9EBE-499B-B340-0FD97A189927 MainPhoto, 2015-12-10, 17-32-55.jpg Single level workshop. Timber framed windows and timber and fibre cament sheet wall linings.

Photo ID	229676A4-9E5E- 499B-B340- 0FD97A186927_ Photo_2015-12- 10_17-38-22.jpg	78E1ECDB- 194C-495B- AFZD- BC89AE8C1FF8 Photo_2015-12- 10_17-40-20Jpg
nments	Unlined internal wall	
nit Cor	m2 Cell	N
U viin	E	E 2
Labelling Quantity Unit Comments	24	5
Labellin	Required	
Control Method	Encapsulate (seal)	
Pilsk k	Medlum	
Likelihood of disturbance Risk	Medkim	
Material condition	Good (unssaled and undamaged)	
Surface	Unsealed	
Friability	Bonded	
Asbestos Present	Yes	N _O
Laboratory Results	Amostra, Cirrysottie & Crockfotte Asbestos Detected	Refer NIH-51 Detected
Sample Reference	NIH-48	Refer NIH-51
Material Description	Flat cement sheet	Flat cement sheet
Application	Wall Linting	Wallhing
Secondary Location	Throughout	Cer port
Material Sample Laboratory Primary Location Secondary Location Application Description Reference Results	Exterior	Exterior





大 地

Report Name Asset Name Inspectors Name Inspector Date Main Proto ID Building Description

Asbestos building materials assessment Staff Quarters

8/12/2015
0402/CDSF-A18B-4987-AAB2-479728562(133, MainPhoto 2015-12-08, 15-15-10,lpg
Single level rooms with moulded and flat cement sheet extentor walls, corrugated metal roof on a concrete selb. Authrithum windows and fiftee cement sheet easee linkings.

	Political Localida	Secondary Loreston	Application	Material Description	Sample Reference	Laboratory Results	Asbestos Present	Friability	Surface Treatmont	Material	Likelihood of disturbance Risk		Control Methad	Labelling	Quantity	Labelling Quantity Unit Comments.	Photo ID
	Exterior	West	Electrical Backing Board			N/A	Presumed	Bonded	Sealed	Fair (Cracked or Low weathered)		FO#	Defer. Monthor and maintain Labels required condition	_	0.25	3 S	D4D2CD3F- A186-4887- AAB2- APT28955133- Photo_2015-12- 09_12-32-03Jpg
	Extertor	Roof	Gathle Lining	Flat cement sheet	Refer NIH-20	Cinyaotile Asbestos Detected	Yes	Bonded	Sealed	Very Good (srealed)	Low	, row	Defer. Monitor and matritain Labels current condition	Labels	7	m2	4812A-674 4803-9674 9122B648A-50 Photo_2015-12- 09_12-37-47.jpg
	Exterior	Perimeter	Eaves Lining	Flat cement sheet	Refer NIH-20	Chrysotile Asbestos Defected	Yes	Bonded	Sealed	Very Good (seesked)	mor)	, row	Defer. Monttor and maintain Labels current condition	Labels	98	m2	CS7F549F-8384- 4E79-9710- BFD6881ACS20_ Phob_2015-12- 09_12-41-01.jpg
	Exterior	Perimetor	Well Linng	Flat cernent Bheet	NIH-20	Chrysotlie Asbestos Detected	Yes	Bonded	Sealed	Very Good (seeled)	, now	Low	Defer. Monitor and maintain Labels current condition	Labels	91	ш2	DB6AD136- 1CB5-4AB0- BDFB- FB0FB- 75656BT7C79_ Photo, 2015-12- 09_12-39-34,pg
	Exterior	Throughout	Well Lining	Moulded NIH-19 cement product		Chrysotile Asbestos Detected	Yes	Bonded	Sealed	Very Good (seeled)	Medium	, cow	Defer. Monton and maintain Labels current condition	Labels required	ę	т2	E1E52527-0582- 4164-8523- 0546F-8987-893- Photo_2015-12- 08_12-33-51.jpg
No Access and Limited Access Aress	Celling cavity - Time constraints	straints															





Report Name
Asset Name
Inspectors Name
Inspector Date
Main Photo ID
Building Description

Asbestos building materials assessment St John Ambulance

81/12/2015
42/C09468-77224-GE9-BB84-AB955EE8E853_MeinPhoto_2015-12-08_14-52-11.jpg
Single level shed metal dip lock panel cled shed on a concrete slab. Mesonite internal wall linings, no cellings linings and uncovered concrete floors. Modern construction.

Photo ID	
Comments	No samples. No suspected asbestos materials.
intity Unit	
Labelling , Our	
Control Method Labelling Quantity Unit Comments	
Surface Material Likelihood of Treatment condition disturbance Risk	
Material condition	
Surface Treatment	
Friability	
Asbestos Present	
Laboratory Results	
Sample Reference	
Material Description	
Application	
Secondary Location	
Primary Location	



Asbestos building material register Norfolk Island Hospital

Asbestos building materials assessment Shed

9/12/2015 9/12/2015 016/08/18/96-6AFE-4108-BA1A-8EA803037672_MainPhoto_2015-12-09_12-52-55.jpg Corrugated metal shed with a timber frame. Report Name
Asset Name
inspectors Name
Inspection Date
Main Photo iD
Building Description

Photo II	
shelling Quantity Unit Community	No samples. No hazandous materiais identified.
Unit	
antity	
ng O.	
Labell	
Control Method	
×	
Surface Material Likelihood of Treatment condition disturbance Risk	
Material condition	
Surface Treatment	
Friability	
Asbestos	
Laboratory Results	
Sample Reference	
Material Description	
Application	
Secondary Location.	
Primary Location	
	ALC:





Report Name
Asset Name
Inspectors Name
Inspection Date
Main Photo ID
Building Description

Asbestos building materiais assessment Physiotherapy Rooms

9/12/2015 23/EFFTDG-187E-48G7-8DF4-ACB6C22/7611D_MainPhoto_2015-15-09_15-00-21,lpg Single level therepy rooms with moulded cement plank clad walls, corrugated metal roof on a raised concrete block work. Aluminium windows and flore cement sheet awring and eave linings.

Photo ID	23EFFDB-187E- 48C7-8DF4- ACB8C227611D Photo_2015-12- 09_11-33-43.jpg	55486784-B380- 4F90-8EAD- D01144BBC207 Photo_2015-12- 09_11-35-25.pg	941348CC-2288- 422C-8504- F1F47C808F81- Photo_2015-12- 08_11-24-50.pg	98098067-C784- 4C68-9326. A8BCEB070885 Photo_2015-12- 10_15-22-27.Jpg	B7322BAC-E400- 4AB7-AA60- D1359F:5A6ED Photo_2015-12- 09_11-19-33.Jpg	
Labelling Quantity Unit Comments			Visible over <0.2 m2	98109067-C78A- 8 m2 visible but may extend 4C68-9328- beneath ties Photo, 2015-12- 10_15-22-27.pg		
Unit	Žį.		, a	m2 tr	ŽĒ.	
mility						
90	90		402	60	120	
Labelli						
Control Method						
Risk						
Likelihood of disturbance Risk						
Material condition						
Surface						
Friability						
Asbestos Present	2	9	9	2	9	
Laboratory Results	No Asbestos Detected	No Asbestos Detected	No Asbestos Defected	No Asbestos Detected	No Asbestos Defected	
Sample Reference	NIH-12	Refer NIH-12	Refer NI1+11	NIH-46	NH-11	
Material Description	Flat cement sheat	Fiat cement sheet	Flat cament sheet	Flat cement sheet	Moulded cement product	
Application	Eaves Lining	Gable Lhing	Debris	Well Lining	Well Lining	
Secondary Location	Tiroughout	Roof	North	Toilet and washroom	Troughout	height restricted
Primary Location	Extensor	Exterior	Exterior	imerior	Exterior	Celling cavities - Access hatch height restricted Under floor areas - No access
Photo P		14)	14		7	No Access and Lanted C Access Areas



Asbestos building material register Norfolk island Hospital

Asbestos building materiais essesment Old Shed	9/1/2/2015 45BBB4ED-5D52-4F97-8F44-6FDD358AA638_MainPhoto_2015-12-09_12-54-43.jpg Former shed. Concrete foundations only remain.
Report Name Asset Name	Inspection Date Main Photo ID Building Description

hoto ID	
Pho	snop
sbelling Quantity Unit Comments	No samples. No hazardous materiais identified.
V	
Ouantity	
Labelling	
Control Method	
Risk	
Surface Material Likelihood of Treatment condition disturbance Risk	
Material condition	
Surface Treatment	
Friability	
Asbestos Present	
Laboratory Results	
Sample Reference	
Material Description	
Application	
nary Location Secondary Location Application	
Primary Location	







Report Name
Asset Name
Inspectors Name
Inspector Date
Main Photo ID
Building Description

Asbestos bulkling materials assessment Morgue

8/12/2015
4CBA5TI02-48F3-4B00-8BA8-B444A894CJ76_MainPhuto_2015-12-08_15-10-50.jpg
4CBA5TI02-48F3-4B00-8BA8-B444A894CJ76_MainPhuto_2015-12-08_15-10-50.jpg
Single level rooms with limber board clad walls, presentined concrete tile roof on concrete slab.
Aluminium windows and timber eave linings. Internal linings Mesonite and laminated timber board to walls and oslings with bare concrete floors.

Photo	Primary Location	rimary Location Secondary Location	Application	Material So Description Re	Sample Laboratory Reference Results	Asbestos Present	Friability	Surface Treatment	Surface Material Treatment condition	Likelihood of disturbance Risk	Control Method	Labelling Quantity Unit Comments	nit Com	ments	Photo ID
TI	<	5.											No sa mater cealing	4CBAS1D3-48F3 materials and no access to Photo_2015-12-	4CBA51D3-48F3- 4B00-8BAB- 8444A894C476_ Photo_2015-12- 09_11-57-33.Jpg
No Access and Limited Access Areas	Celling cavity - Set cellings														

THE Y	Interior	Share Laundry	Wall Lining	Flat cement sheet	NIH-08	Chrysotile Asbestos Detected	Yes	Bonded	Sealed	Very Good (sealed)	Medium	Low	Defer. Monitor and maintain Labeis current condition	_	16 m2		A01EBEFA- 6BBE-4C2D- A1D1- 5E7A706B1EA3 Photo_2015-12- 09_10-57-13,ipg
	Exterior	East	Wall Lining	Flat cement sheet	NIH-10	No Asbastos Detected	N N							LO.	E E	infil panel	0CC89FBD- A488-4460-BF39- FF38ApDC47BD _Photo_2015-12- 09_11-15-39.jpg
	Interior	Bathroom	Wall Lining	Fiat cement sheet	NIH-06	No Asbestos Detected	o _N	Bonded	Unsealed	Good (unsealed and undamaged)	Medium	Medium	Encapsulate (seal)	Labels 6 required	Ë	Westermost unit (unoccupied)	42A3AC76-3C0A 41A3-AD34 571103B93149_ Photo_2015-12- 09_10-47-14,lpg
No Access and Limited Access Areas	Interior of units - No access : Ceiling cavities - Units used :	interior of units - No access other than the two westernmost (unoccupied) units Celling cavilies - Units used for equipment storage, no access to site hadder	t (unoccupied) un iss to site ladder	ilts													





Report Name Asset Name Inspectors Name Inspection Date

Asbestos building materials assessment Mawson House Units 9/12/2015

	Labelling Quantity Unit Comments	1 m2 Visible over 1 m2	48	16 m2	90 m2	, 200 m2	Westermost unit (unoccupied)	4 22 25
	Control Method Labelli		Defer. Monton and maintain Labels current candition	Defer. Monitor and maintain, Labels current condition	Defer. Monitor and maintain Labels current condition	Dafer. Monttor and maintain Labels current condition	Encapsulate (seal) Labels required	Defer. Monitor and maintain Labets current condition
	Likelihood of disturbance Risk		Medim Low	медиш гом	Medhun Low	Medium Low	Medkin	Low Low
	Material I	page	Very Good (sealed)	Very Good (seated)	Very Good (sealed)	Very Good (sealed) .	Fatr (Cracked or Low westhered)	Very Good (seeled)
ed metal roof on sternal linings anels.	Surface Treatment	Unsealed	Sealed	Sealed	Sealed	Sealed	Sealed	Sealed
9(12/2015) 00C096AFA-106F-4E6F-9D5A-2EED40028427_MainPhoto_2015-12-08_14-65-47_jpg 00C096AFA-106F-4E6F-9D5A-2EED40028427_MainPhoto_2015-12-08_14-65-47_jpg Single isvery leadenfulst accommodation with moulded cement plank data wells, corrugated metal riod fon a concrete slab. Atuminium windows and fibre cement sheet awning and eave things, tritemal linings comprise timber leaminate sheets, exposed concrete blocks and timber board acoustic panels.	Friability		Bonded	Bonded	Bonded	Bonded	Borded	Bonded
to_2015-12-08 ment plank cla heat awning ar ks and timber	y Asbestos Present	, kes	Yes	Yes	Yes	Yes	88	Yes
127_MainPhot h moulded cer bre cement st concrete bloc	Laboratory Results		Chrysotile Asbestos Detected	Chrysotile Asbestpa Detected	Chrysotile Asbestos Detected	Chrysottle Asbestos Detected	Chrysottle Asbestas Detected	Chrysotile Asbestos
+2EED40028 nmodation wit vindows and fi vindows asks	Sample Reference	NH-09	Refer NIH-05	Refer NIH-04	NIH-05	NH-04	VIH-07	Refer NIH-08
6F-4E6F-9D5A sidential accon tb. Aluminium v	Material Description	Flat cement sheet	Flat cement sheet	Moulded Refer NIH-04	Flat cement sheet	Moulded cement product	Flat cement sheet	Flat cement sheet
9/12/2015 00C09AFA-10 Single level re a concrete sla comprise timb	Application	Debris	Awring Uning	WallLhing	Eaves Lining	Wall Lining	Celling Lining	Celling Lining
inspection Date Mein Photo iD Building Description	Secondary Location Application	Fi est	North	Share Laundry	Throughout	Throughout	Battroom	Share Laundry
	Primary Location	Exterior	Exterior	Extendor	Exterior	Exterior	Interior	Interior
d		1/4			1			

BCAACBFB-704D-40CE-A1D9-F3C004AB84C3_ Photo, 2015-12-09_11-08-46.Jpg

998D7CDC-DA4E-4E4F-9BFC-49C289BCD847_ Photo_2015-12-09_11-12-04.Jpg

00C09AFA-108F-4E8F-9D5A-2EED40028427_ Photo_2015-12-09_11-02-07.jpg

F08FCB4E-A8A8 4577-83D7-138A27EFB8A8 Photo_2015-12-09_10-30-08.jpg

EESA08BB-BFC5-4394-B1FA-E1E05F056828_ Photo_2015-12-08_10-35-514pg

2AC7963D-1587-49DB-BFF8-754D19C198E1_ Photb_2015-12-09_11-00-55,lpg

EDCEBB7-8FCB-4E48-B002-28817B06B8C5_ Phob_2015-12-09_10-52-44.pg





Report Name
Asset Name
Inspectors Name
Irapection Date
Main Photo iD
Building Description

Asbestos building materials assessment Laundry 8/12/2015

F6191EA-8AB8-4765-AZEE-1329BFE094AE_MainPhoto_2015-12-08_15-08-10.jpg	Single level rooms flat cement sheet and wealtherboard clad walls, comugated metal roof on concrete	slab. Aluminium windows and timber eave linings. Internal linings laminated timber board and fibre	
2F6191EA-8AB8-4765-A2EE-1329	Single level rooms flat cement she	slab. Aluminium windows and timb	cement sheet.
	tlon		

TO SE	g g	86 72-52	8 4.7 26	37- 3D 3D	T FISE
Photo ID	F15F9FF6-012C-40C6-AC31-685F75173665_Photo_2015-12-09-12-10-31.jpg	6C92D757-0AB6- 4B2E-8D78- B2CH8ZD558B87 Photo_2015-12- 09_12-21-30.jpg	2F6181EA-6AB6- 4765-A2EE- 13298FE094AE- Photo_2015-12- 09_12-03-33,pg	7C40B851-0B37- 4A39-B826- DDC710F810BD Photo_2015-12- 09_12-18-44Jpg	5328BAEE-82F1- 4142-B5E8- 400E2CF0F07F_ Photo_2015-12- 09_12-24-114pg
Labelling Quantity Unit Comments	Visible over ~2 m2	Stamped hardiflex on unseeled internal ade.	Generally good. One area unseeled where johing boarts lifted. Temporary spray adheate applied 9/12/15.	Former exterior wall	Pertition walk and rear lining to hot water heater unit
Umit	, E	Ë .	m2	ŽĘ	2
Ouantity	84	91	9	0	4
Labelling	N/A	Labels required	Labels	Labele required	
Control Method	Removal	Encapadate (eeal)	Defer. Monitor and maintain Labels current condition	Encapedate (seal)	
Risk	High	Medhim	Low	Medium	
Likelihood of disturbance Risk	Medium	Medium	Medium	Medium	
Material condition	Poor (Damaged Medium or Debris)	Good (unsealed and undsmaged)	Very Good (sealed)	Fair (Cracked or Medium weathered)	
Surface	Unsessed	Unseeled	Sealed	Sealed	
Friability	Bonded	Bonded	Bonded	Bonded	
Asbestos	Yes	Yes	Yes	Yes	ę
Laboratory Results	Chrysotile Asbestos Detected	Chrysotile Ashesba Defected	Chrysotile Asbestos Detected	Chrysotile Asbestos Detected	No Asbestos Detected
Sample	21-15	NIH-17	NIH-14	NH-16	NH-18
Material	Flat cement sheet	Flat cement sheet	Flat cement sheet	Fiet cement sheet	Flat cement sheet
Application	Debris	Wall Lining	Wall Lining	Walling	Wall Lining
Secondary Location Application	Perimeter	Pump room	Laundry and Store	Pump room	Ритр гоот
Primary Location		Exterior	Exterior	Mertor	irlarior
2,040					







Report Name Asset Name Inspectors Name Inspection Date Main Photo ID Building Description

Asbestos building materials assessment Dental clinic

8/12/2015 2324952F-8B50-4799-9482-CE845F83E0CF_MainPhoto_2015-12-08_13-34-02.jpg simple storey weatherboard clad building on timber plers with a comugated metal root. Internal linings plastarboard with infolent covered floors. Constructed circa 2003. No construction material samples from building . Modern construction.

Photo iD	42877247-6614 48BA-89BB- 485685AD69BC_ Photo_2015-12- 08_13-52-00.Jpg
Comments	m2 Visible over ~ 7 m2
ty Grit	Ë
a - Quanti	Γ-
Labellin	N/A
Control Method Labelling Quantity Unit C	Removal
- 1	5.
Likelihood of disturbance Risk	E
Like n distu	Poor (Demaged Medium rr Debris)
Material condition	Poor (Den or Debris)
Surface Treatment	Unsealed
Friability	Borrded
Asbestos Present	≺es
Laboratory Results	Chrysotile Asbestos Detected
Sample Reference	
Material Description	Moulded NIH-G1
Application D	Debris &
Secondary Location Application	Vorth and East
Primary Location S	Extentor





Report Name
Asset Name
Inspectors Name
inspection Date
Main Photo ID
Building Description

Asbestos building materials assessment Counsellor rooms 8/12/2015

	Ilnings		
8-jpg	oncrete stab with a comugated metal roof. Interna-	luminium framed	
2-08_14-07-2	compated n	ors. A	
Photo_2015-1	ste stab with a	vinyl tile cove	
1D6BCBF7-D88B-4B1A-9064-311442BF4A6B_MainPhoto_2015-12-08_14-07-28.jpg	ng on a concr	um plank board, ceramic and vinyl tile covered flo	
064-311442E	satherboard clad building on a conc	n plank board	
388B-4B1A-9	weatherboar	with finoleum	
1D6BCBF74	Single stores	plasterboard	selectorare
	Hon		

	Printed Continue	Material Secondary Location Application Description	Application	Material	Sample	Laboratory	Asbestos Present	Friability	Surface	Material condition	Likelihood of disturbance Rick	Risk	Control Method	Labelling	Ouantity	Labelling Quantity Unit Comments		Photo ID
	Exterior	Verendah	Awning Lining	Flat cement sheet	NIH-03	Cirrysottle Asbestos Detected	Yes	Bonded	Sealed	Very Good (sealed)	Medium	Low	Defer. Montor and maintain Labels current condition	Labels required	40	т2 Евзает в	Eastern and southern faces 9	1D68CBF7- D888-481A- 9064- 71442BF4A8B_ Photo_2015-12- 08_14-31-05.jpg
	Exterior	Verandsh	Eaves Lining	Flat cement sheet	Refer NIH-03	Chrysotile Asbestos Detected	√es	Bonded	Sealed	Very Good (sealed)	Medlum	Low	Defer. Monitor and maintain Labels current condition	Labels required	ø.	m2 North and	North and west faces P	BCCF7053-44F5-4D1D-94A6- C64CAF198743_ Phob_2015-12- 09_11-41-48.Jpg
	Interior	Store room	Vinyl Floor Tiles	Vinyl Floor Tiles Floor covering	NIH-02	No Ashestos Detected	9								2	Unable to boards in determine present the	Unable to remove lino plant 4125-8919. Orange to remove lino plant 4125-8919. determine if additional dry is phon_2015-12- present throughout. 08_44-15-11.jpg	7799D465-ER2B- 4125-B819- 992C58820815_ Photo_2015-12- 08_14-15-11.jpg
No Access and Limited Access Areas	Celling cavity - Time constraints Floor lining beneath timoleum planks - Well secured	m planks - Well secured																





Report Name
Asset Name
Inspectors Name
Inspection Date
Main Photo ID
Building Description

Asbestos building materiais assessment Australian Red Cross

8/12/2015
4ACCE955-C59B-4A95-A496-48B9B81ACC94_MainPhoto_2015-12-08_15-13-12_jpg
3mple level rooms with weather board clad walls, compared metal roof on timber plens. Timber framed windows and fibre coment sheet eave linkings. Internal linkings Masonite to walls and ceiling and timber board floors.

Photo	Primary Location	Material Sample Primary Location Secondary Location Application Description Reference	Application	Material Description	Sample Reference	Laboratory Results	Asbestos Present	Friability	Surface Treatment	Material condition	Likelihood of disturbance Risk	Risk	Control Method	Labelling Quantity Unit	uantity L		omments	Phote ID
	Exterior	Perimetar	Eaves Libling	Flat cement sheet	NF-13	Chrysottle Asbesbs Detected	Yes	Bonded	pelsees	Very Good (sealed)	Low	WO	Defer. Monitor and maintain Labels current condition	Labels 6		Z E		4ACCE965- C58B-4A95- A498- 4B8B81ACC94 Photo_2015-12- 09_11-49-12.jpg
No Access and Limited Access Areas	Celling cavity - Set cellings				ė.	6												





Report Name
Asset Name
Inspectors Name
Inspection Date
Main Proto ID
Building Description

Asbestos building materials assessment Archives Store

10/12/2015
D40BED97-B838-4998-4909-44CECDD09EBA_MainPhoto_2015-12-10_17-42-43.jpg
D40BED97-B838-4998-4909-44CECDD09EBA_MainPhoto_2015-12-10_17-42-43.jpg
Single level archives store with weetherboard cled walls and a comgated metal roof. Aluminium windows. Timber and Masonite eaves. Laminated Masonite wall finings.

Photo ID	0408ED97-8638 4884-8908- 44CECD09E8 A Photo 2015- 12-10_17-47- 15.Jpg	
F		
Labelling Quantity Unit Comments		
, Unit	um2/s	
Quantit	-	
abelling	Labels	
Control Method	Defer. Monitor and maintain Labels current condition	
of Risk	, row	
Likelihood of disturbance Risk	Low	
Material condition	Very Good (seeled)	
Surface Treatment	Sested	
Friability	Bonded	
Asbestos Present	Prestumed	
Laboratory Results	N/A	
Sample E	Live electricity	
Material Description	Situmen-based product	
Application	Electrical Silumen-based Live electricity N/A Brocking Board product	و
Secondary Location Application	West	Celling cavity - Time constraints Western room and anchives store rooms - Key not avallable
Primary Foundation	Exterior	Celling cavity - Time constraints Western room and archives store
a de la companya de l		No Access and Limited Access Areas

										set ceilings	Limited access sight restricted or idding	ie of inspection) - nain corridor) - He m perimeter of bi	ind Ward 10 (occupied at tim bove operating theatre and in mited to visual inspection from	fineasive care unit, Warti 3 and Ward 10 (occupied at time of inspection). Limited access Ceiling cavilles (other than above operating theate and main corridor) - Height restricted or sat ceilings Under floor anses. Access irrided to visual inspection from perimeter of building	No Access and Limited Access Areas
589275E5-A438- 4EDE-A966- 886838696FDC Photo_2015-12- 10_13-31-00,jpg	Southeast tollet room							o _N	No Asbestos Detected	NIH-41	Flat cement sheet	Wall Lining	Ward 7	Interior	
AC1CEF46-3281 4824-ACC9- A184DD1A11D6 Photo_2015-12- 10_14-16-19.jpg	Adjacent Aged care dining room	Ę	95	2				o Z	, No Asbestos Detected	NIH-45	Flat cement sheet	Wall Lining	Toilets	interior	L
	Adjacent Aged care dining room	ZE Z	- σ					o Z	No Asbestos Detected	Refer NIH-45	Flat cement sheet	Ceiling Lining	Tollets	interior	1
79CE7439-D91C. 441D-99C3- 2C45F2FCD455 Photo_2015-12- 10_12-19-34.jpg	Southwest panels behind No. 1. Laminated top layer.	Ę Ę	4					o N	No Asbestos Detected	NIH-37	Flat cement sheet	Wall Lining	Sterilisation room	Interior	U. V
2B70E78C-5A5F. 4DAE-9C6D 4B54247A8DE Photo_2015-12- 10_12-25-13.jpg	West behind No. 2 and south under window	Ę	φ					<u>o</u>	No Asbestos Detected	NIH-38	Flat cement sheet	Wall Lining	Sterilisation room	Interior	
AFB3CAFA- 443D-438F-A614 8FABE0A59719_ Photo_2015-12- 10_17-58-54,lpg		<u>a</u>	÷					o Z	No Asbestos Detected	NIH-50	Flat cement sheet	Wall Lining	Public Tollets	Interior	

71B5DAE0-AF73. 4D7F-83F7- B3357CF6D264_ Pholo, 2015-12- 10_09-11-46.jpg	F5277D08-C610- 4238-97EA- 433EP5B0C21D Photo_2015-12- 10_08-56-05,ppg	3F75BBA2-10E5- 4C84-8C9F- 0056116D8125_ Photo_2016-12- 10_11-18-47.jpg	781A85B7-5BBA. 4C45-A237- 12840E4894C0_ Photo_2015-12- 10_14-03-03.jpg	68FD5F19-5259- 4873-9863- F0721D3FF9FA_ Photo_2015-12- 10_14-01-26.jpg	9C566148-5081- 4741-828F- 76DCBD88528 Photo_2015-12- 10_13-56-36.jpg		776CDD83-700F- 45EF-92DC- EDB06773EA1A Photo_2015-12- 10_13-05-58 jpg	ECCD5072- 72DF-4B6A- BF69- 2AF845D68A29 _Photo_2015-12- 10_15-29-03.jpg
	Adjacent ecosmart hot water unit . No joining strips.		Easternmost bathroom adjancent main corridor	Eastern bathroom adjancerri main corridor. Likely to extend beneath laminate walls	May extend to lower walls behird laminate lining	Isolation ward bathroom - no photo	Incubator room betind sink	South wall of collection room
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No Asbestos Detected	No Asbestos Detected	No Asbestas Detected	No Asbestos Detected	No Asbestos Detected	No Asbestos Detected	No Asbestos Detected	No Asbestos Detected	No Asbestos Detected
NIH-25	NIH-23	NIH-33	Refer NIH-44	NIH-44	NIH-43	NIH-48	NIH-38	NIH-47
Flat cement sheet	Flat cement sheet	Insulation	Flat cement sheet	Flat cement sheet	Flat cement sheet	Flat cement sheet	Flat cement sheet	Flat cement sheet
Wall Lining	Wall Lining	Pipework	Ceiling Lining	Wall Lining	Wall Lining	Wall Lining	Wall Lining	Wall Lining
South	South	West	Bathroom	Bathroom	Bathroom	Bathroom	Maternity	Pathology
Ö	Š	***	<u>Ba</u>	<u>88</u>	- Ba	CD B	¥	<u>a</u>
Exterior	Exterior	Externor	fnternor	Interior	Interior	Interior	Interior	Interior
			9	ADTEC.		,		

1A71413A-1B95- 472F-AB48- 26CFR0BE589- Photo. 2016-12- 10_09-54-58.jpg	DACBD99A- EB73-43E9- AZE6- 273CA6DB6E88 _Photo_2015-12- 10_10-12-32.jpg	CF41CED1- 9B40-4F62-8463- BD9BEC16CA91 Photo_2015-12- 10_10-09-24,jpg	68CB968s-CB18- 4385-A9F3- 87677CECBFF7 Photo_2015-12- 10_10-17-01.jpg	0E0942CD-954E- 4274-82C9- F71501548FFB_ Photo_2015-12- 10_11-07-29.jpg	7AB9F6A9- FD6C-46B7- 85FB- 2C15738B0D5A _Photo_2015-12- 10_10-11-14-jpg	D4B232A7.6C5)- 4122-8250- DCF60EB9EC3 Photo_2015-12- 10_10-01-07.jpg	9D14983F-8D24 440-BA8B- 4AB212FD291 Photo_2015-12- 10_09-05-13.jpg	F8D44DAD-8669 4E57-9CCE- FA0192FD3E5 Photo_2015-12- 10_11-27-22.jpg
Adjacent ward/nurses outdoor area	Entry alcove to kitchen	·	Adjacent ramp to ward Adjacent kitchen	Outpetients and Doctors Office extension	Entry alcove to kilchen	Nurses lounge extension	To wards	F8D44DAD-9969 H679-9CDE Recurlishing adjacent spill FAD72EDSES Photo_2015-12- 10_11-27-22.jpg
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	N	+	-	04	œ	88		20+lm
No No	os Na	N0	N 90	os No	00 NO	N	о _N	No No
No Asbestos Detected	No Asbestos Detected	No Asbestos Defected	No Asbestos Defected	No Asbestos Detected	No Asbestos Detected	No Asbestos Detected	No Asbestos Detected	No Asbestos Detected
NIH-27	Refer NIH-23	Refer NIH-23	NIH-28	NIH-32	Refer NIH-23.	Refer NIH-27	Refer NIH-23	NIH-34
Flat cement sheet	Flat cement sheet	Flat cement sheet	Flat cement sheet	Flat cement sheet	Flat cement sheet	Flat cement sheet	Flat cement sheet	Insulation
Wall Lining	Ceiling Lining	Gable Lining	Debris	Wall Lining	Wall Linking	Wall Lining	Gable Lining	Pipework
North	North	North	North	North	North	North	South	South
Exterior	Exterior	Exterior	Exterior	Extenior	Exterior	Exterior	Extensor	Exterior

BFDBADDD-5752 41EC-BA8E- 425B0DDB7CC2 Photo_2015-12- 10_17-11-33.lpg	33799D62-CEE5 4AD3-BF8D- 61788A1D9E31_ Photo_2015-12- 10_13-41-31.jpg	34A2F9E5-3F83- 4A2B-9124- 8288F6FC0680_ Photo_2015-12- 10_12-17-34.jpg	0802D99F-B7EC. 464B-8362- 1F7F32D4B234_ Photo_2015-12- 10_13-23-23.pg	B6A3D0B3-6100- 41D6-A633- 707D3DA57BA2 _Photo_2015-12- 10_15-37-57.jpg	1126124E-39A6- 4924-8CD3- F7D572EF9B71_ Photo_2015-12- 10_09-31-26.jpg	A2749BD6-E05A 44F7-817B- 12B717C2B0AB Photo_2015-12- 10_09-32-47.jpg	FB88E80A-99AC 4C7B-844D- A12D896876FE Photo_2015-12- 10_09-24-14.jpg	383A2A45-029C- 4088-956C- EP8B02F5EBC2 Photo_2015-12- 10_09-28-59.jpg
Entry airbok		Northwest corner panel	Southwest shower room and rear entry room adjacent	Adjacent Room 5	Aged care wing	Aged care wing	Aged care wing	High level eaves to verandah storeroom
2 E	Ë	25	Ę Z	s/Jilvs	2 E	5 E	Z E	Ë
N	5	8	w	-	41	4	30	60
Labels	Labels required	Labels required	Labels required	Labels required				
Defer. Monitor and maintain current condition	Encapsulate (seal)	Defer. Monitor and maintain current condition	Encapsulate (seal)	Defer. Monitor and maintain current condition				
гом	Medium	Low	Medium	Medium				
OW	Medium	Medium	Medium	Medium				
Very Good (sealed)	Very Good (sealed)	Very Good (sealed)	Fair (Cracked or weathered)	Very Good (scaled)				
Sealed	Seaed	Sealed	Sealed	Sealed				
Bonded	Bonded	Bonded	Bonded	Bonded				
Yes	Y es	Yes	Yes	Presumed	Q.	Ŷ.	<u>8</u>	2
Amosite, Chrysotile & Cracidolite Asbestos Detected	Chrysotile Asbestos Detected	Chrysotile Asbestos Detected	Chrysotile & Crocidolite Asbestos Detected	N/A	No Asbestos Detected	No Asbestos Detected	No Asbestos Detected	No Asbestos Detected
NIH 49	NIH-42	NIH-36	NIH-40	Live electricity	Refer NIH-26	Refer NIH-26	NIH-26	Refer NIH-26
Flat cement sheet	Compressed fibre board	Fiat cement sheet	Flat cernent sheet	Bitumen-based product	Flat cement sheet	Flat cement sheet	Fiat cement sheet	Fiat cement sheet
Celling Lining	Floor lining	Wall Lining	Ceiling Lining	Elactrical Backing Board	Awning Lining	Eaves Lining	Wall Lining	Eaves Lining
Operating theatre	Pan room	Sterilisation room	Ward 7	Corridor	East	East	East	East
Ideo	Interior	Interior	Interior	Interior	Exterior	Exterior	Exterior	Exterior
		-	V					

A1723CA3-852F- 4452-909F- FFED901- FRED901- 10_11-02-08.jpg	BE6F59B5-7324- 4518-B7E7- D53DD3C8FEE2 _Photo_2015-12- 10_11-10-57.jpg	CBA4F700-40C1. 4929-4736- BAFD3243B8CC _Photo_2016-12- 10_10-07-04.jpg	8534228D-FE3B. 4800-8521- A52A4333427_ Photo_2015-12- 10_06-43-38.jpg	B40314A8-433E- 4AB5-8DA2- 4C04BE5E7D00 _Photo_2015-12- 10_09-03-35,pg	A3880DC3-B63B 4BB1-A7A4- 92BB494460_ Photo_2015-12- 10_11-32-07.jpg	32FEDSAC-F667. 41F2-8FFD- 337B2CDBC/7F5 Photo_2015-12- 10_09-01-25,pg	4F380737-5E42- 4A04-B909- E6B8B5FFA0F0 Photo 2015-12- 10_08-43-43.jpg	C421A88E-7995- 445E-96E8- EDB29DC31671_ Photo_2015-12- 10_08-39-13,pg
Adjacent ramp to main entry	Administration office /	Kitchen	Adjacent fire exit midway along corridor	To wards	Remove unsealed joining strip and encapsulate.	Extension adjacent water tank.		Unknown qty, extends underneath and to the perimeter of building.
E 2	ŽE Z	m2	Ę	Ž	25	- F	ŽE	
8	36	40	-	12	-	95	99	Unknawn
Labels required	Labels	Labels required	Labeis required	Labels required	Labels	Labeis required	Labels	N/A
Defer. Monitor and maintain current condition	Defer. Montor and maintain current condition	Defer. Monitor and maintain current condition	Defer. Monitor and maintain current condition	Defer. Monitor and maintain current condition	(seal)	Encapsulate (seal)	Defer. Monitor and maintain current condition	Removal
Low	Low	Low	Low	Low	Medium	Medium	Гом	High
Medium	Medium	, Medium	Medium	Low	Medium	Medium	Medium	Medium
Very Good (sealed)	Very Good (sealed)	Very Good (sealed)	Very Good (sealed)	Very Good (sealed)	Fair (Cracked or weathered)	Fair (Cracked or weathered)	Very Good (sealed)	Poor (Damaged or Debris)
Sealed	Sealed	Seated	Sealed	Sealed	Unsealed	Sealed	Sealed	Unsealed
	Bonded	Bonded	Bonded	Bonded	Bonded	Bonded	Bonded	Bonded
Yes	Yes	≺ es	Yes	Yes	Yes	Yes	Yes	Yes
Chrysotile Asbestos Detected	Chrysatile Asbestos Detected	Chrysotile Asbestos Detected	Chrysotile & Crocidolite Asbestos Detected	Amasite & Chrysotile Asbestos Detected	Chrysotile Asbestos Detected	Amosite & Chrysotile Asbestos Detected	Chrysotile & Crocidolite Asbastos Detected	Chrysotile & Crockdolite Asbestos Detected
NIH-30:	NIH-331	NJH-28	Refer NIH-22	Refer NIH-24	NIH-35	NIH-24	NIH-22	NIH-21
Fiat cement sheet	Flat cernent sheet	Flat cement sheet	Flat cement sheet	Flat cement sheet	Compressed fibre board	Flat cement sheet	Fiat cement sheet	Flat cernent sheet
Infill Panel/s	Wall Lining	Wall Lining	Eaves Lining	Eaves Lining	Stair landing	Wall Lining	Wall Lining	Debris
				South	South	South	South	Throughout
North	North	North	South	ōS	δ	ō	Ö	Ŧ
Exterior	Exterior	Extenor	Exterior	Exterior	Exterior	Exterior	Exterior	Exterior
		1						0



Asbestos building material register Norfolk Island Hospital

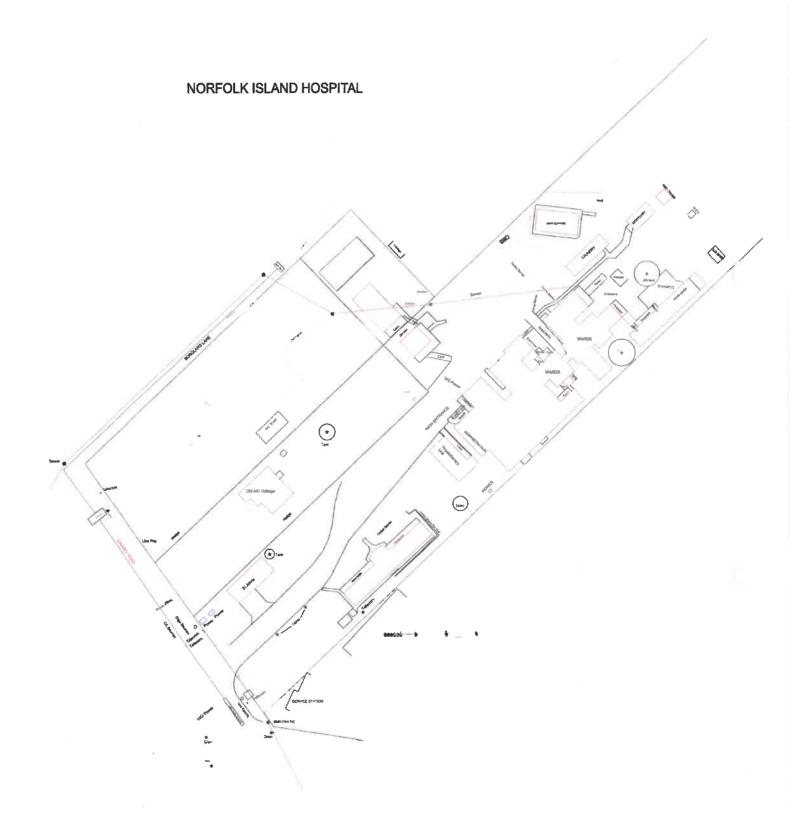
Report Name
Asset Name
Inspectors Name
Inspector Date
Main Photo ID
Building Description

Asbestos building materials assessment Administration and Wards

10/122015
047EDC4E-0865-40AE-ABA8-8590A28A_28A_MainPhoto_2015-12-10_08-36-04.lpg
047EDC4E-0866-40AE-ABA8-8590A28A_MainPhoto_2015-12-10_08-36-04.lpg
Single level administration, wards and treatment rooms with flat cement sheet and weatherboard clad walls, corrugated metal from an island plers. Timber framed and aluminium windows and timber and fibre cament sheet awning and eave linings.

Photo ID	2E38E995-4DB5- 4062-95AB- BEDB0B186186 Photo_2015-12- 10_09-20-40Jpg	582FCCD1-1F4E- 4535-821E- A070348E1285_ Photo_2015-12- 10_09-21-22.lpg	-	58118BFD-303F- 4DDC-9025- 856948E445C_ Phote 2015-12- 10_11-12-28.jpg	D54DF949-2246- 4D34-9E8F- 62829F736A1E_ Photo_2015-12- 10_09-57-55.jpg	FB64CE94-E3EF 478D-A89C- B2053F78ABF4_ Photo_2015-12- 10_09-48-45.jpg	4D18CE4D-822F- 4D9C-ABEE- C74B8C5D95AD Photo 2015-12- 10_09-45-08.jpg
Labelling Quantily Unit Comments	Adjacent ward	Aspent werd		Adjacent main entry	Adjacent ward/ nurses outdoor area	Adjacent fire exit midway along confidor	
Unit	Ë.	ŽE	E S	Ę .	ž	ŽÉ	Ę Z
uantiity			_				
D Billing O	- F2	m - 76	2 P	- B	* pa		. 70
Label	n Labela required	n Labels required	n Labels required	n Labels required	n Labels required	in Labets required	in Labels required
Control Method	Defer, Monitor and maketale Labels current condition	Defer, Monitor and matritath current condition	Dofor, Monitor and maintain Labels current condition	Defer, Monitor and maintain Labels current condition	Defer, Monitor and maintain Labels current condition	Defer. Monitor and maintain Labels current condition	Defer. Monthor and maintain Labels current condition
f Risk	Fow	Pow.	Medium	Low	Low	- CONN	Low
Likelihood of disturbance Risk	Medium	Medkm	Medkm	Low	Medlum	Medium	Medium
Material	Very Good (sealed)	Very Good (sealed)	Very Good (sealed)	Very Good (seeled)	Very Good (sealed)	Very Good (sealed)	Very Good (seeled)
Surface Treatment	Sealed	Seeled	Sesied	Sealed	Sealed	Sealed	Pelees
Friability	Bonded	Bonded	Bonded	Bonded	Borrded	Bonded	Bonded
Asbestos Present	Yes	>: 88	Yes	Yes	Yes	Yes	Yes
Laboratory Results	Amosite & Chrysotile Asbestos Detected	Amostis & Chrysottie Asbestos Detected	Chrysotile Asbestos Detected	Chrysotile Asbestos Detected	Amostre & Chrysotile Asbestos Detected	Amoste & Chrysottle Asbestos Detected	Cirrysottie & Crockfolite Asbestos Detected
Sample Reference	Refer NIH-24	Refer NIH-24	Refer NIH-35	Refer NIH-31	Refer NIH-24	Refer NIH-24	Refer NIH-22
Material Description	Fist cement sheet	Flat cement sheet	Compressed fibre board	Flat cemeral sheet	Flat cement sheet	Flat cement sheet	Flat cement sheet
Application	Awning Lining	Eaves Lining	Floor lining	Awning Lining	Awning Lining	Awning Lining	Esves Lining
Secondary Location		Eest	East	North	North	North	North
Primary Location S			ш	Z	z	z	z
Virmary	Exterior	Exterior	Exterior	Exterior	Exterior	Extentor	Exterior
Pitetro			30				

Appendix B Asbestos registers





Appendix A Site plan



Appendices



6.6 Maintenance of the asbestos building materials register

Maintenance of the Asbestos Register is required so that it remains current and The Administration of Norfolk Island and its tenants/workers/contractors can rely upon it as an accurate representation of ACMs present at the relevant assets. In order to continually improve the completeness and accuracy of the asbestos register, it is recommended that The Administration of Norfolk Island:

- Action and document the management recommendations made within the registers, particularly where an elevated risk is present with a corresponding recommended timeframe of 12 months or less.
- Add entries related to precautionary testing, if conducted (discussed in Section 6.5).
- Undertake assessments to determine the presence of ACM in spaces or assets that were not accessible or may not be listed on the asbestos register.
- Record the removal or demolition of assets containing ACM.
- Undertake a re-assessment once every year (or as otherwise required) to maintain the register and review the level of risk assigned to the particular instance of ACM.
- Record removal and maintenance of ACM.
- Distribute or otherwise make available all asbestos assessments, registers or other relevant information to all employees, visitors, contractors and maintenance people or companies with potential to disturb or work with known or presumed ACM.

- Subsequent recognition that the scope and limitations of prior asbestos assessment(s)
 may result in additional unidentified asbestos materials being present. This may require
 works to:
 - Address known information gaps, such as surveying any previously inaccessible rooms and assuming that asbestos building material may be present in other areas not generally accessed by previous assessment(s), such as wall and ceiling cavities.
 - Project team undertaking an asbestos building material risk analysis and incorporating suitable provisions into contract/specifications.
 - Consider directing the works Contractor to undertake their own independent asbestos building material assessment of the work area (may use existing information) that then adds an additional layer of assurance as well as minimising potential Contractor time and cost variations as works progress.

Prior to demolition, refurbishment or similar activity, all asbestos building materials likely to be disturbed by those works must be removed.

6.5 Additional precautionary testing

If suspected asbestos building materials are encountered during, maintenance, refurbishment or demolition of the nominated assets (but are not listed in the asset register) it is recommended that additional precautionary testing. In particular, the following testing should be included:

- Any fibrous or otherwise suspect cement building materials observed on the Site, and not identified in the Asbestos Register, should be treated as asbestos-cement material or sampled and analysed for asbestos fibres.
- Any bituminous water proofing membranes not identified in the asbestos register should be treated as asbestos containing materials or sampled and analysed for asbestos fibres.
- Any building containing old vinyl floor tiles or sheeting that is to be demolished or if the
 vinyl flooring in these assets is to be removed and upgraded, it is recommended that a
 sample of the vinyl flooring be collected and analysed for asbestos, particularly the vinyl
 flooring that is not identified in the asbestos register. This is required to assess disposal
 options for the vinyl.
- Any other material suspected of being a hazard to health, or not specifically listed within the Asbestos Registers, should be sampled and analysed prior to any refurbishment, demolition, or other activity with potential to disturb the material.
- If in doubt or unsure of any issue involving known, presumed or suspect asbestos building materials then works should cease and advice sought.



Recommendations

6.1 Asbestos containing materials

All ACM must be managed in accordance with the legislative requirements and relevant Codes of Practice or Compliance including those listed in Section 1.2.

The preference will always be to eliminate the asbestos hazards from the building and if it is practicable for the occupier to do so then asbestos removal should always be considered. Asbestos-containing materials observed on site, which were found to be in a bonded and stable condition, may be managed *in situ* and periodically inspected if removal is not practicable.

If managed in situ, all identified or presumed ACM should be appropriately labelled, where possible, and regularly inspected to assess their condition and potential changes to health risk.

6.2 High risk asbestos instances

Asbestos containing debris (fragments of bonded cement sheeting) was located on site adjacent to the Administration and Wards building, Dental Clinic, Laundry and Mawson House Units.

It is recommended that short term controls such as restricted mowing in the affected areas be implemented as soon as practicable and that asbestos removal be undertaken within 6 months of this survey.

Remediation goals for bonded asbestos cement debris in soil are to ensure the surface soil is free of visual asbestos. This may be achieved by multidirectional raking or tilling and hand-picking of exposed fragments of bonded ACM. Final visual inspection of the assessment and remediated areas should not detect any visible asbestos.

6.3 Inaccessible areas, materials and unexpected finds

Areas that were inaccessible during the survey should, as a precautionary measure, be managed as if they contain ACM, until confirmed otherwise.

It is recommended that any material that is suspected of containing asbestos that is not identified by this asbestos survey should be:

- Treated as ACM, made safe and advice sought from a competent person.
- Sampled and analysed for the presence of asbestos.

6.4 Planning of maintenance, refurbishment or demolition works

With respect to any known or potential asbestos building material, the planning of maintenance, refurbishment or demolition works associated with any asset needs to be undertaken carefully. It should include consideration of the following:

- Requirements of the overarching Asbestos Management Plan or similar.
- Recognition that any identified asbestos building material is the minimum amount of material present.

A register for each individual site containing details of all identified ACM sampled and analysed and materials or locations deemed to contain asbestos is presented in Appendix B.

5.3 Inaccessible areas or materials

During the assessments a number of areas or materials within the buildings were inaccessible/partially accessible which included locked structures or the presence of hazards such as height or live electricity. These inaccessible areas or materials have been documented in the asbestos register for each site as presented in Appendix B.

Inaccessible areas and materials are detailed in Table 5-2.

Table 5-2 Control methods

Inaccessible area	Reason	Likelihood of asbestos building materials being present
Majority of structures – complete access to ceiling spaces	Height restrictions (feet above 1.8 m to gain full access) and/or no access hatch	Unlikely to contain ACM unless the ceiling lining to the room contains asbestos. These instances are assumed to contain ACM until complete inspection.
Electrical switchboards throughout – black backing boards	Not sampled to due to live electricity.	Presumed positive until confirmed otherwise.
Archives Store – rooms where no access was gained	No access to correct keys.	May contain ACM. Assumed to contain ACM until complete inspection.
Mawson House Units – Interiors of occupied units and locked unit	Occupied and no access to correct keys	May contain ACM. Assumed to contain ACM until complete inspection.
Majority of raised structures- subfloor	Not accessible.	May contain ACM. Assumed to contain ACM until complete inspection.



5. Results

The results of the asbestos assessment are presented in a register format which is designed to provide readily available information about the presence of ACM.

The Asbestos Registers (including photographs) and Laboratory Reports have been provided in Appendix B and Appendix C respectively.

5_1 Asbestos sample results

During the assessment a total of 51 samples of suspected ACM were collected and submitted under a chain-of-custody (CoC) to SGS, a NATA accredited laboratory for asbestos analysis. Asbestos analysis results and photographs are presented in the Registers in Appendix B. Laboratory analysis certificates along with CoC records are contained Appendix C.

5.2 Asbestos containing material summary

There was no ACM identified as Very High Risk or Friable.

Asbestos containing debris (fragments of bonded cement sheeting) was located on site adjacent to the Administration and Wards building, Dental Clinic, Laundry and Mawson House Units. Given the likelihood of these materials being disturbed occasionally (ie during grounds maintenance activities or by persons walking in these locations), the material has been classified as a High Risk.

Several items were noted to be slightly damaged and require encapsulation (sealing) to in order to stabilise deterioration. These items have been classified as a Medium Risk.

Table 5-1 Elevated risk asbestos containing materials

Structure	Location	Description	Risk
Administration and Wards	Exterior, Throughout	Debris (fragments) on ground surface	High
Dental Clinic	Exterior, North and east	Debris (fragments) on ground surface	High
Laundry	Exterior	Debris (fragments) on ground surface	High
Mawson House Units	Exterior, Throughout	Debris (fragments) on ground surface	High
Administration and Wards	Exterior, East	Floor lining	Med
Administration and Wards	Exterior, South	Stair landing	Med
Administration and Wards	Exterior, South	Wall lining	Med
Administration and Wards	Interior; Pan room	Floor lining	Med
Administration and Wards	Interior; Ward 7, Shower room and rear entry	Ceiling lining	Med
Administration and Wards	Interior, Corridor	Electrical backing board	Med
Laundry	Exterior, Pump Room	Wall lining	Med
Laundry	Interior, Pump Room	Wall lining	Med
Workshop	Exterior	Wall lining	Med

The remaining ACM observed on site we found to be bonded and in good condition. In their current condition, these materials present a low risk to building occupants.



Table 4-6 Description of risk levels

Risk level	Guideline
Low	Material stable. Reassess condition within 5 years.
Medium	Material may remain in situ under effective interim administrative controls. Material condition to be improved or likelihood of disturbance to be reduced within 12 months.
High	Material may remain in situ under effective interim administrative controls. Material condition to be improved or likelihood of disturbance to be reduced within 6 months.
Very High	Area where the material is present; is not suitable for occupancy, urgent remediation is required. Imminent risk of harm. This category also applies to demolition and/or refurbishment works that will be impacting on asbestos-containing materials.

4.5 Control method

Each instance of ACM was categorised as requiring one of the control methods described in Table 4-7.

Table 4-7 Control methods

Descriptor	Guideline
Defer (Leave & Maintain)	Stable material - not prone to damage
Encapsulate (Seal)	Stable material – slightly deteriorated may be prone to damage and requires protection
Enclosure	Stable or damaged material – where removal is not practicable and more protection than encapsulation is required
Remove	Deteriorated/damaged material, or material prone to routine disturbance, where encapsulating is not adequate or there is a requirement to remove prior to demolition.
None Required	No ACM identified



Table 4-4 Likelihood of disturbance assessment

Descriptor	Guideline
Low	Where activities within the area where ACMs are located are unlikely to impact the material; or
	Areas where the probability of being occupied by building users for extended periods on a regular basis are low.
	E.g. The material is located externally or above a suspended ceiling, in the roof space, or concealed in service ducts or piping.
Medium	Where activities within the area where ACMs are located may infrequently (once to three times per year) impact the material, or
	Areas where the probability of being occupied by building users for short periods on a regular basis is high.
	E.g. Plant rooms and workshops containing operational plant or equipment and are occasionally visited. Corridors, lunch rooms, toilets and internal elevated surfaces where a ladder is required for access.
High	Where activities within the area where ACMs are located may frequently (greater than once a month) impact the material, or
	Areas where the probability of being occupied by building users for extended periods on a regular basis is high.
	E.g. Offices and workshops which are always occupied. As part of job occupants may come into contact with damaged or deteriorated ACM.

4.4 Level of risk

A risk assessment that classifies the risk level to allow informed decisions about control measures during the ongoing occupancy of the assets was undertaken. The risk assessment then identifies the risk treatment options on how to manage *in situ* ACM.

Risk values were calculated by combining the condition and likelihood of disturbance rankings, as determined during the site inspection and are presented in Table 4-5. A description of the risk levels is presented in Table 4-6.

Table 4-5 Risk matrix

Condition	High accessibility	Medium accessibility	Low accessibility
Poor	Very High	High	Moderate
Fair	High	Moderate	Moderate
Good	Moderate	Moderate	Low
Very Good	Moderate	Low	Low

Please note that the above decision rules are a guide only and some instances of ACM may have additional risk assessment effort and outcomes, as appropriate.



Table 4-3 Detailed condition assessment descriptors

Descriptor	Guideline
Very Good	 Material is intact and shows no signs of deterioration; No water staining or evidence of material being impacted by water; and/or Any stable (sealed), bonded asbestos material with no exposed edges. The material must also be well sealed along the surface and edges (i.e. well painted and ceiling/wall sheets must be butt jointed into moulded plastic and the corners or edges must be similarly covered with moulding such a timber quadrant or timber strap).
Good	 Stable materials but where paint may have delaminated marginally; and/or Commonly weathered materials used externally (i.e. unbroken roofing materials). This is recorded only if the damage/deterioration is less than one per cent (1%) of the total area of the material.
Fair	 Material is breaking up, delaminating or coming loose from the substrate and/or Slight water staining or buckling is evident; and/or Unsealed and not damaged asbestos cement material used internally. This is recorded only if the damage/deterioration is less than ten per cent (10%) of the total area of the material.
Poor	 Material is non-cohesive. Parts of an installation may be dislodged or large amounts of dust or pieces of material debris are located on ground near/below the installation and/or Water has dislodged some of the material or has caused it to break away from the substrate, or the material is saturated with the potential to fall. Signs of accumulated dust or small pieces of material debris on ground near or below the installation and accidental or deliberate damage. This is to be recorded if the damage/deterioration is more than ten per cent (10%) of the total area of the material. Also applies to debris and friable asbestos material with ANY degree of
	compromised encapsulation and/or enclosure.

4.3 Likelihood of disturbance

The accessibility to each instance of confirmed ACM was classified one of the three categories outlined in Table 4-4.



4. Risk assessment

The presence of asbestos containing materials can represent a real or potential health risk to humans. Where, due to material condition and location, a pathway to human exposure does not exist, then the risks to human health are significantly reduced.

This section details the categorising of each instance of ACM with regards to friability, condition, accessibility, risk and control methods, as applicable. Note that the samples which were found not to contain ACM were not categorised for friability, condition, accessibility or risk. GHD included in the ACM register, the estimated volume of the material from which the sample originated, for identification purposes.

In order to determine the level of risk associated with the identified asbestos-containing materials the following aspects need to be assessed:

- Friability
- Material condition and
- Extent of activity likely to impact on the material.

The following sections identify the descriptors used in the abovementioned categories observed on site.

4.1 Friability only

Each instance of confirmed ACM was categorised by GHD in accordance with the categories outlined in Table 4-1.

Table 4-1 Friability assessment

Descriptor	Decision rule
Friable	Asbestos containing material which, when dry, is or may become crumbled, pulverized or reduced to powder by hand pressure.
Bonded	Asbestos containing material which, when dry, cannot be crumbled, pulverized or reduced to powder by hand pressure alone.

4.2 Material condition

The condition of each instance of confirmed or presumed ACM was classified as one of the four categories outlined in Table 4-2. Further details on the condition descriptors to be used are presented in Table 4-3.

Table 4-2 Condition assessment

Ranking / Descriptor	Bonded ACM	Friable ACM
Very Good	Sealed / Encapsulated	-
Good	Unsealed and Undamaged	-
Fair	Cracked or weathered	Encapsulated
Poor	Damaged or Debris	Unsealed

As the assessment was a visual inspection and sampling process, only those ACMs that were physically accessible and visible could be located and identified. The possibility that unsighted ACMs remain in inaccessible or concealed areas cannot be ruled out. Such areas generally include but are not limited to:

- Inside set ceilings or wall cavities
- Service shafts and ducts
- Height restricted areas
- Those areas accessible only by dismantling equipment
- Beneath concrete floors or where only restricted access is available to sub floor spaces
- Building voids
- Inaccessible areas concealed within the building structure and only accessible during demolition works and
- Sub-surface soil investigations to identify infrastructure such as pipework and storage tanks or container.

Areas not accessed are deemed to contain ACM until such a time that access can be gained and the presence, or otherwise, of ACM can be confirmed.

This report may be considered to provide indication on the type of ACM likely to be encountered in the asset or during demolition works, and on the general locations for such materials.

3.3 Sample collection

Where appropriate, representative samples of suspected ACM were collected and analysed to confirm the presence (or absence) of asbestos in order to form the basis for individual records in the ACM register.

3.4 Sample analysis

3.4.1 Asbestos containing materials

Samples taken of suspected ACM collected during the inspection were analysed by a NATA accredited laboratory using polarised light microscopy in conjunction with dispersion staining techniques. The results of all sample analysis were interpreted by competent personnel.

Where required and appropriate, X ray diffraction may be utilised to adequately confirm the presence of asbestos in materials such as vinyl tiles.



3. Methodology

GHD acts in accordance with its NATA accreditation (Accreditation Number 17107) which is held nationally, and operates in compliance with AS/NZS ISO/IEC 17020 (2000) – General Criteria for the Operation of Various Types of Bodies Performing Inspections.

3.1 Field assessments

During December 2015, a GHD Asbestos Assessor undertook inspections of the nominated buildings including all structures and surrounds. A plan of assets assessed is presented in Appendix A.

The following methodology was carried out during the asbestos assessment:

- Inspection of buildings and above ground structures using non-destructive inspection methods, where practicable, noting the condition and accessibility of potential ACM.
- Collection of representative samples from building materials suspected of containing asbestos.
- Practicable restoration (where applicable) of sample locations to pre-sample conditions to prevent any potential contamination of the workplace.
- Use of definitive and unique sample location identifiers.
- Cross-referencing of similar suspect building materials at different locations within the structures of a similar age and construction type.
- Noting inaccessible areas during the inspection and provide a reason for the restricted access e.g. unsafe due to confined spaces, live electricity, height restrictions.
- Submission of samples of suspect asbestos building materials to a National Association of Testing Authorities (NATA) accredited laboratory in Australia to determine the presence of asbestos.
- Compilation of an asbestos building materials register for each property detailing the confirmed and suspect occurrences of asbestos building materials within the nominated buildings.

3.2 Assessment limitations

The assessment was undertaken only in those areas where access was available. Where detailed inspection would necessitate demolition or damage to wall cladding, coatings, plant, etc., this was not undertaken to allow a visual assessment of accessible areas.

Equipment found in use was not generally disturbed, and stored equipment was not internally accessed for the purpose of inspection. Similarly, moveable chattels such as desks were not reviewed. Moveable chattels are not considered part of this assessment.

It should be noted that no assessment can be regarded as absolute, and that partial or total demolition of structures may reveal instances of asbestos and other asbestos containing materials *in-situ* that were not identified during this assessment.

Other materials that are also not generally accessed, for reasons of safety or because of difficulty of access, include electrical backing boards and materials on or above roofs.

The advice tendered in this report is based on information obtained from the inspection and sampling locations and is not warranted in respect to the conditions that may be encountered across the building structure or site at other than these locations, including those actually encountered during any future maintenance, refurbishment or demolition. Stated quantities of observed materials or items should not be inferred as being a definitive quantity assessment of such materials or items.

The recorded condition of asbestos building materials may change over time. This may be due, but not limited to, deterioration, damage or other disturbance. As such, the report records conditions at the time of assessment only.

As the assessment is a visual inspection and a sampling process, only those asbestos building materials that are physically accessible and visible can be located and identified. The possibility that unassessed asbestos building materials remain in inaccessible or concealed areas cannot be ruled out. Such areas include but are not limited to, inside set ceilings or wall cavities, service shafts and ducts, height restricted areas, areas accessible only by dismantling equipment, voids or internal areas of plant or totally inaccessible areas concealed within the building structure and only accessible during demolition.

The report is not intended for the general programming of asbestos removal works unless used in conjunction with a specification detailing the extent of works and appropriate control measures.



2. Limitations

This Asbestos Building Materials Assessment report ("Report"):

- Has been prepared GHD Pty Ltd ("GHD") for The Administration of Norfolk Island
- May only be used and relied on by The Administration of Norfolk Island
- Must not be copied to, used by, or relied on by any person other than The Administration of Norfolk Island (excluding tenants, Contractors or others where The Administration of Norfolk Island has a responsibility to provide information under the How to Manage and Control Asbestos in the Workplace Code of Practice December 2011), or altered, amended or abbreviated, issued in part with the exception of the Asbestos Management Plan for each property or issued incomplete without the prior written consent of GHD.
- May only be used for the purpose of managing the asbestos building materials identified within the nominated assets assessed and must not be used for any other purpose.

GHD and its servants, employees and officers otherwise expressly disclaim responsibility to any person other than The Administration of Norfolk Island arising from or in connection with this Report. To the maximum extent permitted by law, all implied warranties and conditions in relation to the services provided by GHD and the Report are excluded unless they are expressly stated to apply in this Report.

The services undertaken by GHD in connection with preparing this Report were limited to those specifically detailed in Section 1 of this Report. The opinions, conclusions and any recommendations in this Report are based on observations made by GHD of the assets hominated in Section 1 and in light of the limitations specifically detailed in Section 3.2 of this Report.

Subject to the paragraphs in this section of the Report, the opinions, conclusions and any recommendations in this Report are based on conditions encountered and information reviewed at the time of preparation and may be relied on until:

- The next asbestos building materials assessment as nominated in Section 0.
- The condition, access to or the activities potentially impacting the identified or inaccessible asbestos containing building materials, change from those identified.
- After which time, GHD expressly disclaims responsibility for any error in, or omission
 from, this Report arising from or in connection with those opinions, conclusions and any
 recommendations. Please note that subsequent to the date of this report, works may
 have resulted in changes to the status of any identified materials, which should have
 been documented and provided by building management as a supplement to this report.

The data and advice provided herein relate only to the project and structures described in the report and must be reviewed by a competent professional before being used for any other purpose. GHD accepts no responsibility for other use of the data.

Where a third party conducted assessment work, reports or verbal information that has been relied upon, the data are included and used in the form provided by others. The responsibility for the accuracy of such data remains with the original entity and not with GHD.



1.1 Objectives and scope of works

The objectives and scope of the works were to:

- Identify the presence of ACM within accessible areas of the existing assets.
- Collect samples of suspect ACM for analysis by a National Association of Testing Authorities (NATA) accredited laboratory.
- Assess the risk associated with identified ACM.
- Recommend risk management strategies to mitigate the risks associated with ACM.
- Prepare an assessment report including an asbestos building materials register for the nominated assets in alignment with the requirements of Chapter 8, Part 8.3, Clause 425 of the Work Health and Safety Regulation 2011.

1.2 Legislative requirements

The assessment works and preparation of this report have been undertaken in accordance with the requirements of:

- Work Health and Safety Act 2011
- Work Health and Safety Regulation 2011
- How to Manage and Control Asbestos in the Workplace. Safe Work Australia. National Code of Practice 2011
- How to Safely Remove Asbestos. Safe Work Australia. National Code of Practice 2011.

State/territory agencies with responsibility for work health and safety should be consulted for specific guidance on what is required in that state or territory.

No one section or part of a section of this report is to be taken as giving an overall idea of this report. Each section is to be read in conjunction with the whole of this report, including the asbestos registers for the nominated assets.



1. Introduction

GHD Pty Ltd (GHD) was commissioned by The Administration of Norfolk Island to complete an asbestos building material assessment and compile asbestos registers for nominated assets within the Norfolk Island Hospital. The assets assessed comprised:

- Administration and Wards Building
- Archives Store
- Australia Red Cross Store
- Counsellor Rooms
- Dental Clinic
- Laundry
- Mawson House Units
- Morgue
- Old Shed
- Physiotherapy Rooms
- Shed
- St John Ambulance Building
- Staff Quarters
- Workshop.

A site plan showing the assets surveyed is provided as Appendix A.

From 1 July 2016, the Australian mainland tax and social security systems will be extended to Norfolk Island. The purpose of the project was to assess and document the risks associated with asbestos containing materials (ACM) as part of a facilities audit for The Administration of Norfolk Island, prior to the Australian Government assuming responsibility for the site. The project will also serve to assist the Australian Government with compliance with relevant regulations including the *Work Health and Safety (WHS) Regulation 2011*, specifically the requirements of Part 8.3.

For the purposes of this assessment, the assessment included inspection of accessible areas of properties constructed before 31 December 2003 for ACM only. The assessment is considered a non-destructive assessment assessment. In the event of demolition, the requirement for a destructive assessment should be considered.

The findings of the assessments are presented in the asbestos registers in Appendix B.



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Appendices

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Structure	Location	Description	Risk
Laundry	Exterior, Pump Room	Wall lining	Med
Laundry	Interior, Pump Room	Wall lining	Med
Workshop	Exterior	Wall lining	Med

The risk assessment undertaken was prepared for the ongoing access to and work on/within the buildings. Maintenance, demolition, refurbishment or commercial activities have the potential to damage ACM, thereby increasing the risk of exposure to asbestos fibres. If any activity is planned that may damage ACM, the risk assessment is to be reviewed by a Competent Person and, if required, appropriate risk reduction measures implemented. Any works that involve or may damage ACM are to be undertaken strictly in accordance with the legislation and guidance listed in Section 1.2.

Inaccessible areas present throughout the site are listed in Table E-2.

Table E-2 Inaccessible or restricted access areas

Inaccessible area	Reason	Likelihood of asbestos building materials being present
Majority of structures – complete access to ceiling spaces	Height restrictions (feet above 1.8 m to gain full access) and/or no access hatch	Unlikely to contain ACM unless the ceiling lining to the room contains asbestos. These instances are assumed to contain ACM until complete inspection.
Electrical switchboards throughout – black backing boards	Not sampled to due to live electricity.	Presumed positive until confirmed otherwise.
Archives Store – rooms where no access was gained	No access to correct keys.	May contain ACM. Assumed to contain ACM until complete inspection.
Mawson House Units – Interiors of occupied units and locked unit	Occupied and no access to correct keys	May contain ACM. Assumed to contain ACM until complete inspection.
Majority of raised structures— subfloor	Not accessible.	May contain ACM. Assumed to contain ACM until complete inspection.

Additional details of properties that have inaccessible or restricted access are highlighted in registers contained as Appendix B.

This report is subject to, and must be read in conjunction with, the limitations set out in Section 2 and the assumptions and qualifications contained throughout this Report.



Executive summary

GHD Pty Ltd (GHD) was commissioned by The Administration of Norfolk Island to complete an asbestos building material assessment and compile asbestos registers for nominated assets within the Norfolk Island Hospital. The assets assessed comprised the Administration and Wards Building, Archives Store, Australia Red Cross Store, Counsellor Rooms, Dental Clinic, Laundry, Mawson House Units, Morgue, Old Shed, Physiotherapy Rooms, Shed, St John Ambulance Building, Staff Quarters and Workshop.

From 1 July 2016, the Australian mainland tax and social security systems will be extended to Norfolk Island. The purpose of the project was to assess and document the risks associated with asbestos containing materials (ACM) as part of a facilities audit for The Administration of Norfolk Island, prior to the Australian Government assuming responsibility for the site. The project will also serve to assist the Australian Government comply with relevant regulations including the *Work Health and Safety (WHS) Regulation 2011*, specifically the requirements of Part 8.3.

The assessment included an inspection of accessible areas of properties constructed before 31 December 2003 for ACM only. The assessment is considered a non-destructive asbestos assessment. In the event of demolition, the requirement for a destructive asbestos assessment should be considered.

Building assessments were undertaken by GHD during December 2015. A site plan showing the assets assessed is provided as Appendix A. The findings of the assessments are presented in the asbestos registers in Appendix B and summarised in Table E-1. There were no ACM identified as Very High Risk or Friable. Works are required to stabilise medium risk instances. For low risk items the material should be monitored to ensure that the condition does not deteriorate.

Table E-1 Summary of asbestos containing materials

Structure	Location	Description	Risk
Administration and Wards	Exterior, Throughout	Debris (fragments) on ground surface	High
Dental Clinic	Exterior, North and east	Debris (fragments) on ground surface	High
Laundry	Exterior	Debris (fragments) on ground surface	High
Mawson House Units	Exterior, Throughout	Debris (fragments) on ground surface	High
Administration and Wards	Exterior, East	Floor lining	Med
Administration and Wards	Exterior, South	Stair landing	Med
Administration and Wards	Exterior, South	Wall lining	Med
Administration and Wards	Interior; Pan room	Floor lining	Med
Administration and Wards	Interior; Ward 7, Shower room and rear entry	Ceiling lining	Med
Administration and Wards	Interior, Corridor	Electrical backing board	Med



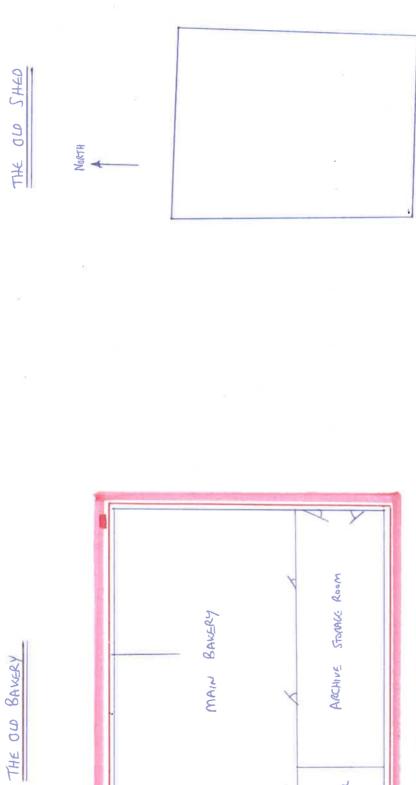


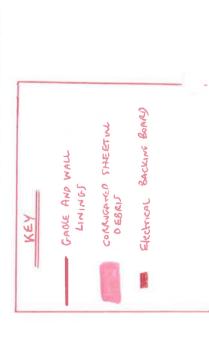
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Accredited for compliance with ISO/IEC 17020

The Administration of Norfolk Island

Asbestos Building Materials Assessment
Norfolk Island Hospital
Final 0

January 2016





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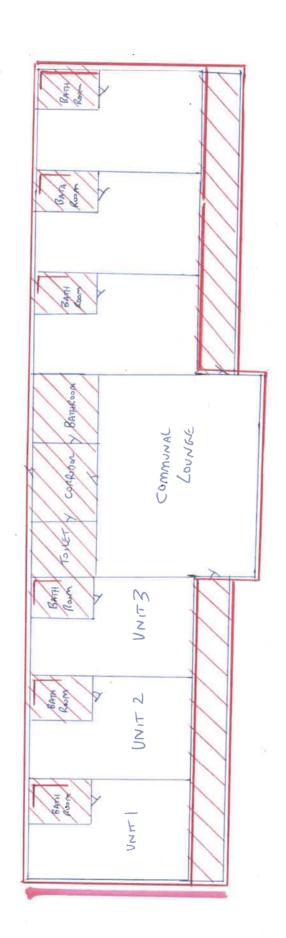
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MAWSON UNITS BUILDING



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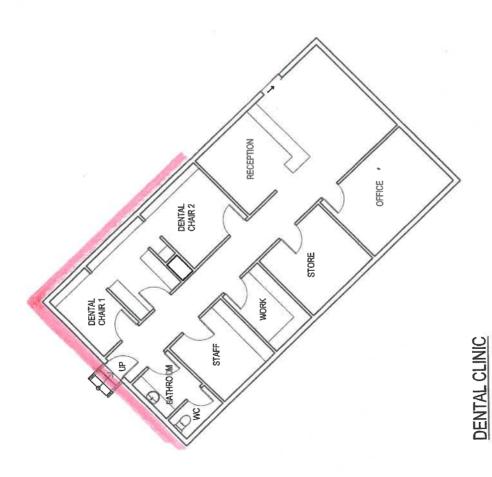
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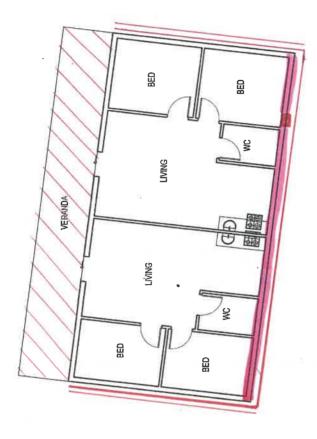
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Date 12/02/16



THE ADMINISTRATION OF NORFOLK ISLAND

Date 12/02/16



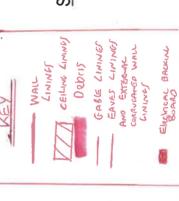
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DRYING

STORE

PUMP

STAFF QUARTERS



LAUNDRY

THE ADMINISTRATION OF NORFOLK ISLAND



BATHROOM

AMBULANCE STATION

CONSULT

RECEPTION

STORE

POOL

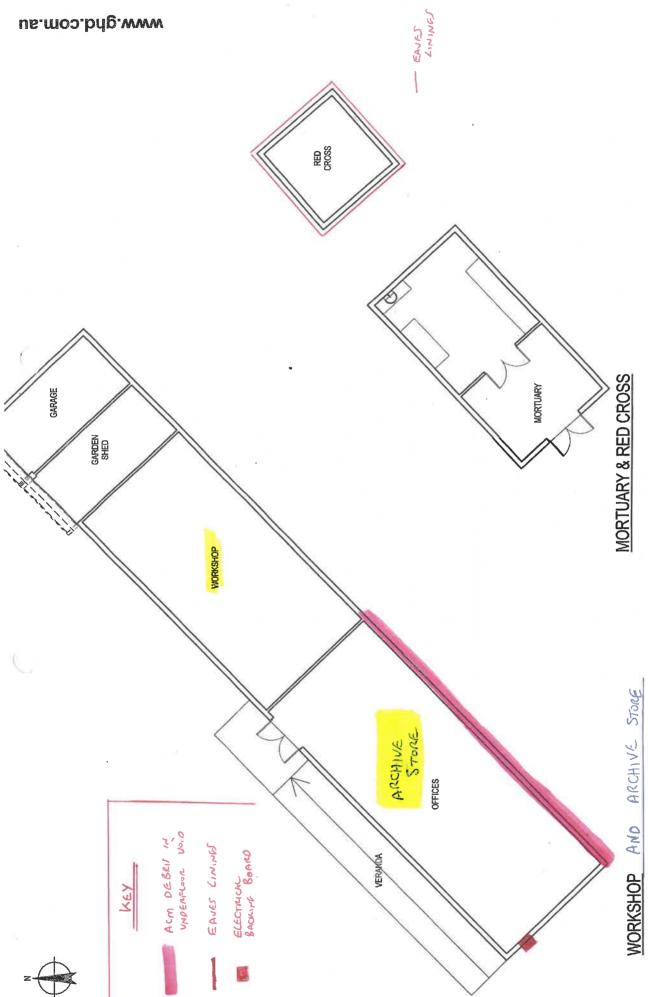
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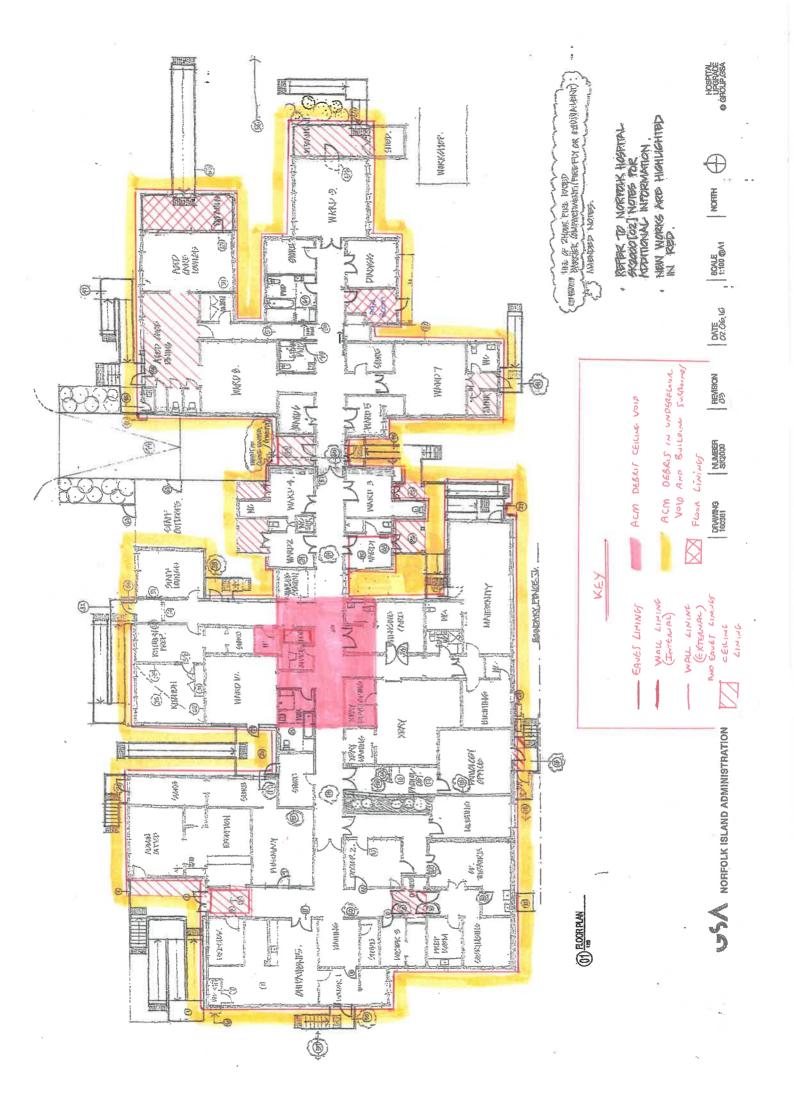
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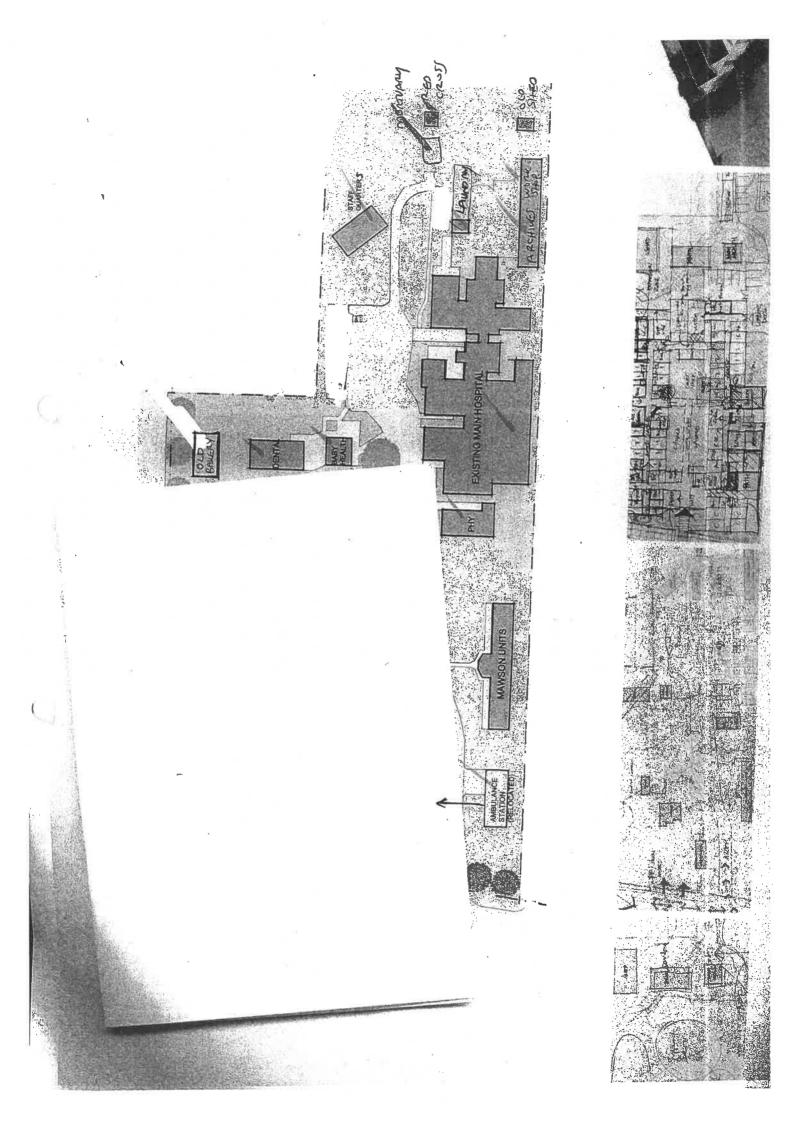
THE ADMINISTRATION OF NORFOLK ISLAND A O B C O B W

Date 12/02/16



THE ADMINISTRATION OF NORFOLK ISLAND





Appendix E

MARKED PLAN AND PREVIOUS REGISTER

on behalf of Manteena. This document provides recommendations for the safe removal of asbestos and enabled Manteena to identify and classify the presence of asbestos at the hospital facility.

Contaminated Waste Removal

- 14. Through discussion and review of the documentation, it was identified that the island had no capacity to dispose of ACM in situ. Current procedures for the removal of contaminated waste are by utilisation of the island waste facility as an ACM controlled storage site. Asbestos is removed to this facility (Inside purpose built heavy duty boxes lined with plastic) and stored until such time as removal from the island is identified. Contaminated waste disposal receipts are not available.
- 15. Department of Infrastructure and Regional Development (DIRD) and Manteena Security only have oversight of the disposal process to the holding facility (Norfolk Island). The current disposal process is for the ACM contained within its storage vessels to be transferred to the waste centre as part of a user pay service, to which they pay Norfolk Island Waste Facility per m³ to take receipt and responsibility of the waste. Removal to mainland and then on to an EPA approved contaminated waste facility is a council operation.
- 16. Noting that details of the storage of ACM is restricted by the current process, I requested the further information in respect to the storage of ACM waste, that described the/or;
 - a. current storage controls,
 - b. any memorandum or agreements for storage,
 - c. details for long term storage of ACM between the Waste facility/Manteena/NIRC,
 - d. details of the storage conditions, and likely capacity of waste storage area,
 - e. outline any proposed management means for the removal of contaminated waste from Norfolk.
- 17. In response to this request I was provided the Norfolk Island Safe Disposal of Asbestos Policy and Procedures 2015 for review. This document provides appropriate guidance on asbestos management and control processes, although it should be noted where practical, reference documentation should be taken from both WHS Regulations 2011 and Safe-Work Australia's Code of Practice How to Manage and Control Asbestos in the Workplace 2016.
- 18. I was also provided details that DIRD, Manteena Security and NIRC (Norfolk Island Regional Council) are currently working through the logistics to identify a dependable and compliant means to freight the ACM for appropriate mainland management and disposal.

Discussion

- 19. An asbestos register for this workplace was provided as part of the Norfolk Island Hospital Asbestos Materials Report although the PCBU was unable to provide an Asbestos Management Plan to document the reactive management of ACM in the workplace. The requirement to develop this plan as described in regulation 429 WHS Regs provides workers an understanding of how to manage incidents and control asbestos interaction in the workplace.
- 20. An off island disposal site or method was not identified in any of the documentation other than that "contaminated waste would be stored at the waste facility until transfer and disposal to the mainland". Noting that DIRD are undertaking extensive infrastructure works that are likely to accrue large volumes of asbestos waste and that the island waste facility is only identified as a holding site, it is imperative that the storage capacity limits at this site are identified and planning is documented to accommodate removal to mainland contaminated waste disposal site to ensure this capacity is not exceeded.
- 21. On review of the information, it appears that the processes undertaken for this removal project are compliant with the legislation, although, long term storage on the island presents additional risks, with storage, exceeding capacity and transportation.

Section of Act	Nature of Inspector action/decision
NA	NA

COMPLIANCE STATUS OF PREVIOUSLY ISSUED NOTICES (if any)

Notice	Description	Status
		Enter text

REPORT ISSUED BY	Inspector: Email:	Phone: Region: NSW
INSPECTOR'S SIGNATURE	Signature: Date: 1/06/2017	

DISCLAIMER

This report contains information that may assist you take steps in regards to your obligations under the WHS Act. You must refer to the *Work Health and Safety Act 2011* (Cth) (WHS Act) and *Work Health and Safety Regulations 2011* (Cth) (WHS Regulations) to understand your duties and obligations. Comcare's external website contains hyperlinks to WHS Act legislation.

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NEED HELP?

Contact the Inspector to discuss any aspect of this Inspector Report. The Inspector should be contacted if you wish to view photographs, documents or other evidence taken by the Inspector if they attended your workplace.

Comcare has a range of publications and fact sheets to help explain your responsibilities and provide guidance to make your workplace safer. The *Compliance and Enforcement Policy* provides guidance as to how Comcare approaches regulation. To access these, visit our website.

REVIEW OF DECISIONS

Where a Decision Maker Review is unsatisfactory, the recipient of the report should seek independent legal advice on review rights.

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- the Safety, Rehabilitation and Compensation Commission
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- state or territory work health and safety regulatory agencies
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- enforcement agencies or bodies
- state and territory Coroners
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- any other person assisting Comcare in the performance of its functions or exercise of its powers, including contractors and consultants
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From:

Sent:

Friday, 26 May 2017 1:07 PM

To:

Cc:

Subject:

Attachments:

FW: 2017_05_24 Mayor media release for 26 May 2017 [SEC=UNCLASSIFIED]

2017_05_24 Mayor media release for 26 May 2017.doc; 2017_05_25 DIRD article for

Norfolk Islander re records removal.doc

Sensitivity:

FYI - Mayor Adam's media release for 26 May.

A/Director | Services Policy and Delivery – Health and Social Welfare Norfolk Island Branch | Territories and Local Government Division Department of Infrastructure and Regional Development PO Box 594, Canberra ACT 2601

From:

Sent: Friday, 26 May 2017 1:05 PM

To: Cc:

Subject: FW: 2017_05_24 Mayor media release for 26 May 2017

Sensitivity:

-VI

Kind Regards

Working in partnership with South Eastern Sydney Local Health District (SESLHD), part of NSW Health

From: Mayor [mailto:mayor@nirc.gov.nf]
Sent: Friday, 26 May 2017 1:48 PM

To:

Cc: Mayor

Subject: 2017_05_24 Mayor media release for 26 May 2017

Afternoon

Copy of the final media attached for your information. It includes a reference and access to the Draft Health Action Plan – if you go to www.norfolkisland.gov.nf and wait for the slide show to roll over you will see a 'health picture' where you can also access the Plan.

Also for your information the Commonwealth is putting out a media statement in the local press this weekend about the Hospital Records. I was sent the attached in advance last night by the Department. I trust this will allay the community's concerns.

Robin Adams | Mayor

Norfolk Island Regional Council



KEEPING THE COMMUNITY INFORMED

'WETLS (MEALS) ON WHEELS'

"On Wednesday I attended a very informative meeting organised by the men and women who volunteer their time to deliver Meals on Wheels to members of our community. The meeting was convened to discuss how best the service might operate going forward into the future; and it was valuable to have the Hospital Director Ms Kath Bowman and former Hospital Director Mr. David McCowan there," Mayor Adams said. "This community service which commenced in 1995 under the Directorship of David McCowan was designed, and remains the case today, to provide the island's elderly with regular nutritious meals at a nominal cost; provide social contact with the volunteers; and allow our senior citizens to remain in their homes. The service was subsidized both by the Hospital and the Norfolk Island Government. Following positive discussion today across the range of issues needing to be addressed, I believe we all left the meeting confident that when the meeting reconvenes on Friday 2 June a detailed Plan on how 'Wetls on Wheels' will operate and be funded in the future will be on the table for agreement. All present were committed to ensuring that this valuable service will continue"

REMOVAL OF MEDICAL RECORDS

"In response to community concerns re the recent removal off island of medical records, I have contacted Ms Karen Heldon, Director Norfolk Island Capital Works with the Department of Infrastructure and Regional Development, who advises that as soon as appropriate file storage is identified on Norfolk Island the archived hospital records will be returned", Mayor Adams said. "The records were removed from the Old Bakery Building to allow for extensive demolition due to the removal of Asbestos. The Department will be issuing a public statement on the matter".

DRAFT HEALTH PROMOTION ACTION PLAN ENHANCING HEALTH LITERACY AND COMMUNITY CAPACITY ON NORFOLK ISLAND

Central and Eastern Sydney PHN (CESPHN) have released for community consideration and comment a draft Health Promotion Action Plan designed to enhance health literacy and community capacity on Norfolk Island. The draft Plan is based on the findings of the South Eastern Sydney Local Health District (SESLHD); Central and Eastern Sydney PHN (CESPHN); the Norfolk Island 'Needs Assessment' (Carramar Consulting, 2016), and local consultation. These studies have provided guidance to CESPHN on the needs of the community and opportunities available to promote and implement the Health Promotion Action Plan for the people of Norfolk Island and their visitors. To assist the community with accessing the draft Action Plan Council has placed a copy on its website at <a href="http://www.norfolkisland.gov.nf/draft-health-promotion-action-plan-enhancing-health-literacy-and-community-capacity-norfolk-island.gov.nf/draft-health-promotion-action-plan-enhancing-health-literacy-and-community-capacity-norfolk-island.gov.nf/draft-health-promotion-action-plan-enhancing-health-literacy-and-community-capacity-norfolk-island.gov.nf/draft-health-promotion-action-plan-enhancing-health-literacy-and-community-capacity-norfolk-island.gov.nf/draft-health-promotion-action-plan-enhancing-health-literacy-and-community-capacity-norfolk-island.gov.nf/draft-health-promotion-action-plan-enhancing-health-literacy-and-community-capacity-norfolk-island.gov.nf/draft-health-promotion-action-plan-enhancing-health-literacy-and-community-capacity-norfolk-island.gov.nf/draft-health-promotion-action-plan-enhancing-health-literacy-and-community-capacity-norfolk-island.gov.nf/draft-health-promotion-action-plan-enhancing-health-literacy-and-community-capacity-norfolk-island.gov.nf/draft-health-promotion-action-plan-enhancing-health-literacy-and-community-capacity-norfolk-island.gov.nf/draft-health-promotion-action-plan-enhancing-health-literacy-and-community-capacity-norfolk-island.gov.nf/draft-health-promotion-action-plan-enhancing-health-literacy-and-community-ca

Community comment is to be emailed to <u>o.khalaf@cesphn.com.au</u> no later than 9 June 2017. A copy is also available at the Library. More information about CESPHN is available at <u>www.cesphn.org.au</u>.

ROBIN ADAMS
Mayor
26 May 2017

Transfer of inactive health records from Norfolk Island

On 20 May 2017 the Department temporarily relocated old, inactive health records from Norfolk Island.

This was because asbestos removal was due to begin this week at the Old Bakery building, where the records were stored.

The records cannot be returned to the building after this work is done given the building is unsafe and will also not meet the appropriate standards for storing private records securely.

We did not have an alternative storage facility ready which met the appropriate standards on Island. Given there was an empty cargo plane on Island about to return to the mainland, we took the opportunity to move the records without cost.

We will return the records once we have arranged appropriate storage on Norfolk Island. We anticipate this will happen within a couple of months.

No current records were moved. Only inactive medical records, financial records of the former Norfolk Island Hospital Enterprise and records of the former Hospital Board were moved.

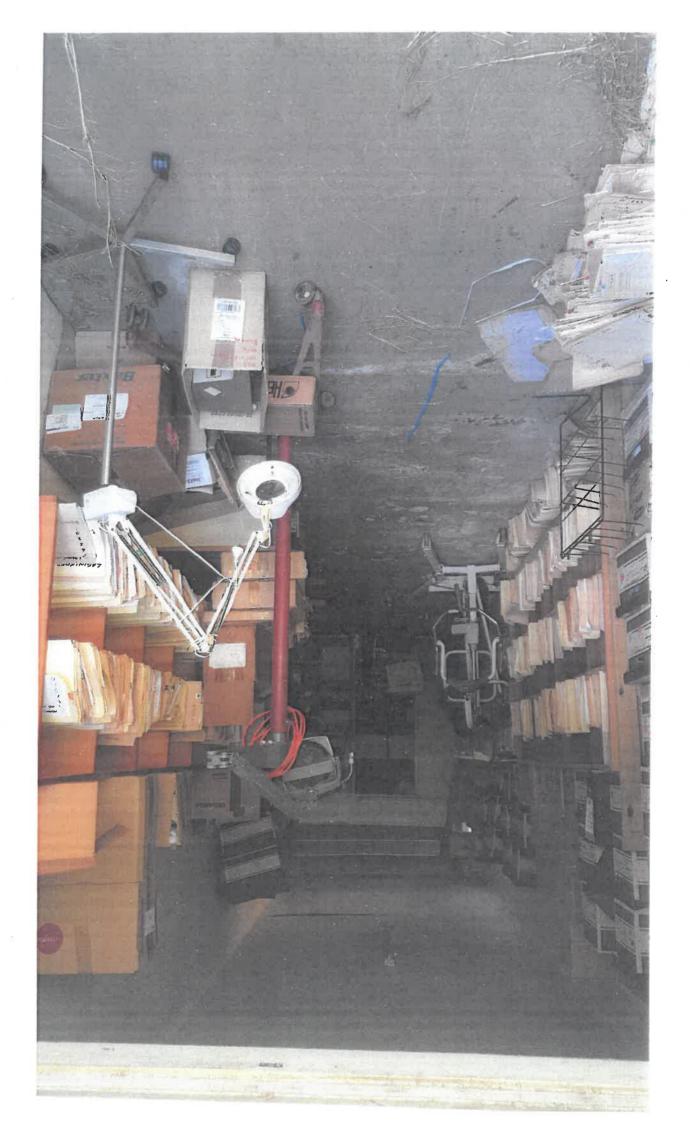
We should have let the community know before we moved the records and we understand this has caused concern. We apologise for failing to properly communicate the move to the community before going ahead.

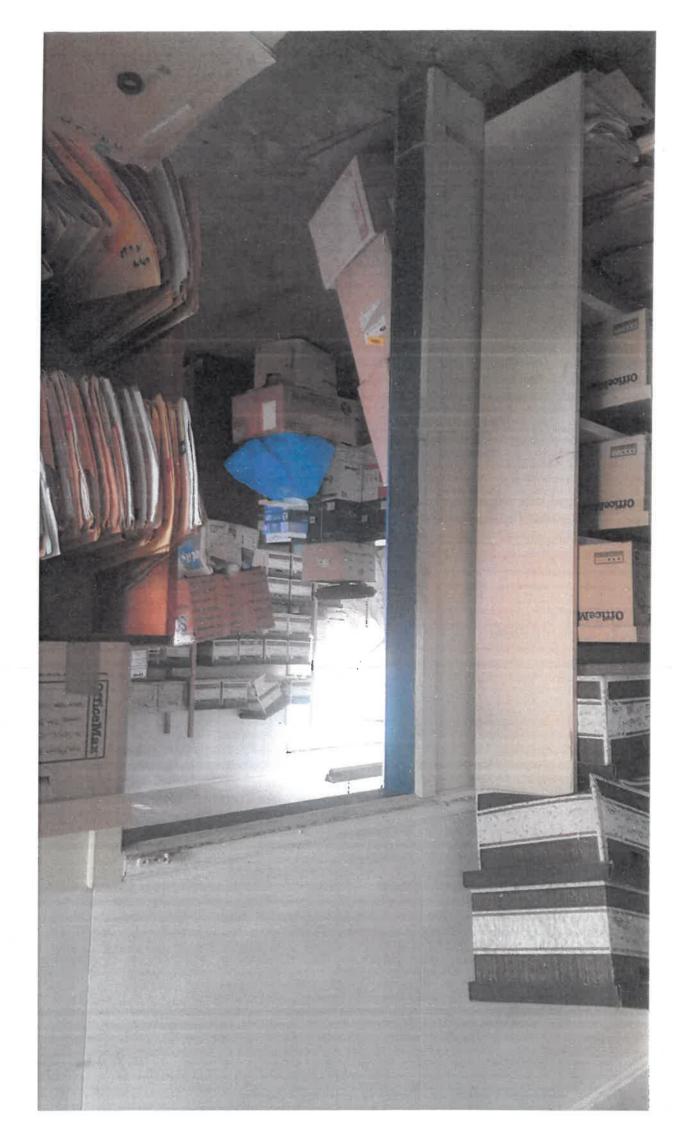
Please be assured the records are in secure storage in Brisbane and will be returned to the Island.

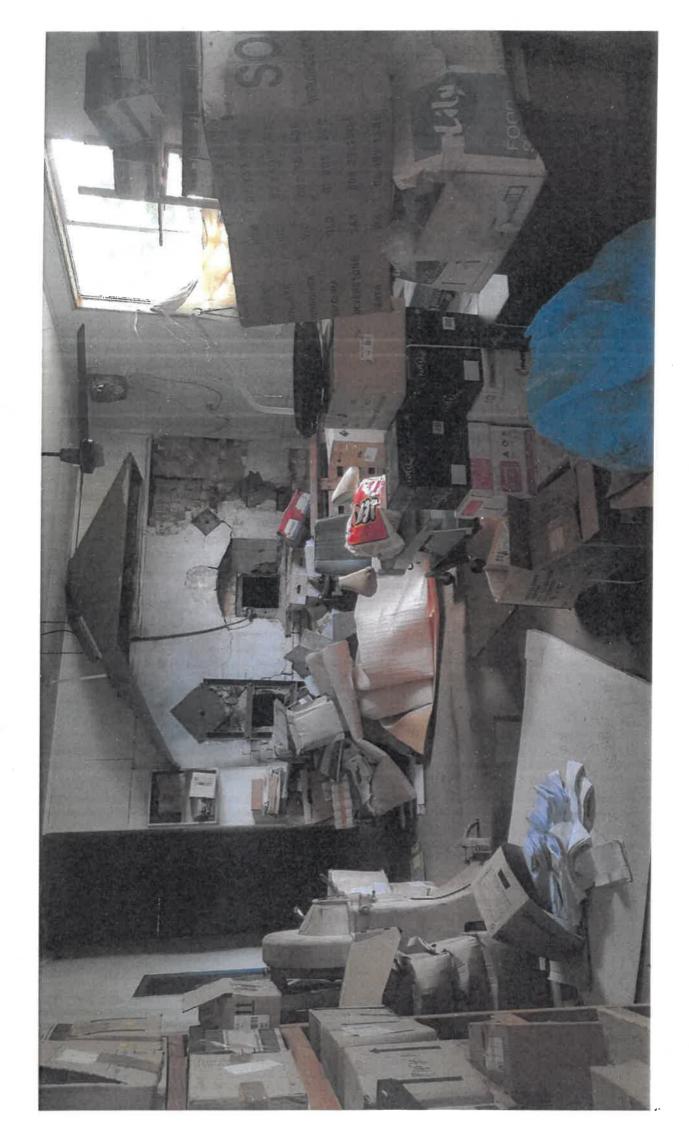
Department of Infrastructure and Regional Development 25 May 2017

From: Sent: To: Cc: Subject:	Thursday, 25 May 2017 3:02 PM mayor@nirc.gov.nf Hospital Archived Records [SEC=UNCLASSIFIED]
Dear Mayor,	
that as soon as appropriate fil	Department will issuing a public statement this afternoon advising the community e storage is identified on Norfolk Island the archived hospital records will be emoved from the Old Bakery Building to allow for extensive demolition due to the
kind regards	
•	al Government and Territories Division e and Regional Development CT 2601

From:	T	40.514	
Sent: To:	Thursday, 20 April 2017 5:	10 PM	
Cc:			
Subject: Attachments:	Packing of Medical Record 8Mar17 - NIHRACS Bakery NIHRACS Bakery 4.jpg		d [SEC=UNCLASSIFIED] IHRACS Bakery 2.jpg; 8Mar17 -
Н			
	orfolk Island to the mainlar	nd. The removal o	nd Regional Development needs to f the records is part of a capital works
The records are currently located hotos). I'm guessing there is apply some damaged), Manteena has described the control of the control of the currently located hotos.	proximately 50-80 Lm of m	aterial, the mater	ial is in loose files and archive boxes
Manteena has recently undertake some ACM detected in external c		_	he building, and although there was
the packing material will	arrive on a chartered Toll fr be delivered to the building ve the island on a chartered	g for packing imme	ediately.
In terms of resourcing, I envisage Manteena site supervisors will be		ndertake the pack,	in addition to the packers the
There is a passenger flight arriving	g on the Sunday 21 May and	d leaving Monday	22 May.
For the purpose of budgeting, cou	ıld you please provide a tot	tal cost inclusive o	f:
 Airfares Accommodation Allowances/Meals Two X 12 hour days for 3 	resources (this includes tra	vel time).	
Please provide details of any addi	tional material you think yo	ou might need.	
I have copied in	from Manteena who will m	anage your engag	ement if successful.
Thanking you in advance, and plea	ase call either myself o	if you have any	questions.
I would appreciate, if you didn't s	hare this information with	anyone.	
Kind regards			







From: Sent: To: Cc:	Wednesday, 19 April 2017 8:40 AM
Subject:	RE: 16052 : Purchase of removal crates/scates and security seals [SEC=UNCLASSIFIED]
Yes, thanks — I couldn't find	Richards email with the approximate LM of material, so it was a best guess.
Cheers	
From Sent: Wednesday, 19 April 2017 6	5:20 AM
To:	
subject: RE: 16052 : Purchase of	removal crates/scates and security seals [SEC=UNCLASSIFIED]
Dear	
Further to the below, should we g	get a contingency allowance for the below?
The cost is likely minimal but the	risk if there is not enough is high.
Based upon site recommendation	is an additional 40% acceptable?
Kind regards	
Project Manager	
84 Barrier Street Fyshwick AC	T 2609 PO Box 529 Fyshwick ACT 2609
From: Sent: Wednesday, 19 April 2017 5 To:	i:59 AM
Cc:	oval crates/scates and security seals [SEC=UNCLASSIFIED]
Subject: 10032 . Purchase of Term	bval crates/ scates and security seals [SEC-ONCLASSITIED]
Dear	
Can you please confirm where the	e Freighter will depart (Syd/Bris), so that we can confirm delivery location?
Will there be a consolidation area	for the Freighter?
Kind regards	
Project Manager	

From:
Sent: Tuesday, 18 April 2017 6:42 PM
То
Cc
Subject: Purchase of removal crates/scates and security seals [SEC=UNCLASSIFIED]
Hi ,
For the removal of the medical records from the Old Bakery Building and the back shed @ NIHRACS, could you please purchase removal crates, scates (to move the crates around) and security seals. I have attached the website details for A+Plastics (crates) and B-Sealed (security seals). Can you also please arrange for the items to be shipped to Island on the freighter and delivered to NIHRACS. The full crates will be returning to the mainland the following day.
 1. A+Plastics 50 X 68L Security Crates with attached lids (don't care about colour). 10 X Okka Enviro Scates. http://www.aplusplastics.com.au/our-products/relocation-crates
 B-Sealed 120 X Maxi Jaw Lock Seals – Product Code is MX25
http://www.bsealed.com.au/product/pulltight/maxijawlock
Please keep this under wraps!
Cheers
Norfolk Island Branch Local Government and Territories Division Department of Infrastructure and Regional Development GPO Box 594, Canberra ACT 2601
D's 1 2 sec

84 Barrier Street Fyshwick ACT 2609 PO Box 529 Fyshwick ACT 2609

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and	delete	all	copies	of this	transmission	together	with	any	attachmen	ıts.

From: Sent: To: Cc: Subject:	Wednesday, 19 April 2017 8:36 AM RE: 16052 : Purchase of removal crates/scates and security seals [SEC=UNCLASSIFIED]
H	
My understanding is the Freight with re the consolid	er will go from Brisbane, I assume because there is more freight there $-$ I'll follow up dation area.
initial thoughts are we engage w	es, I need to talk to you about resourcing to pack the medical records into crates. My with a mainland removalist company to supply 3 or 4 packers. Due to sensitivities inappropriate to use island contractors. Happy to discuss further over the phone.
neers	
From: Sent: Wednesday, 19 April 2017 To: Cc: Subject: 16052 : Purchase of ren	5:59 AM noval crates/scates and security seals [SEC=UNCLASSIFIED]
Dear	
Can you please confirm where the	ne Freighter will depart (Syd/Bris), so that we can confirm delivery location?
Will there be a consolidation are	ea for the Freighter?
Kind regards	
Project Manager	
84 Barrier Street Fyshwick AC	CT 2609 PO Box 529 Fyshwick ACT 2609
From: Sent: Tuesday, 18 April 2017 6:4 To: Cc:	2 PM
	ates/scates and security seals [SEC=UNCLASSIFIED]
Hi	
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1

to Island on the freighter and delivered to NIHRACS. The full crates will be returning to the mainland the following day.

- 1. A+Plastics
- 50 X 68L Security Crates with attached lids (don't care about colour).
- 10 X Okka Enviro Scates.

http://www.aplusplastics.com.au/our-products/relocation-crates

- 2. B-Sealed
- 120 X Maxi Jaw Lock Seals Product Code is MX25

http://www.bsealed.com.au/product/pulltight/maxijawlock

Please keep this under wraps!

Cheers

Norfolk Island Branch | Local Government and Territories Division Department of Infrastructure and Regional Development GPO Box 594, Canberra ACT 2601

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and delete all copies of this transmission together with any attachments.

2

From: Sent:	Wednesday, 19 April 2017 6:20 AM
To: Cc:	
Subject:	RE: 16052 : Purchase of removal crates/scates and security seals [SEC=UNCLASSIFIED]
Dear	
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The cost is likely minimal but the	risk if there is not enough is high.
Based upon site recommendation	is an additional 40% acceptable?
'ind regards	
Project Manager	
84 Barrier Street Fyshwick AC	7 2609 PO Box 529 Fyshwick ACT 2609
From: Sent: Wednesday, 19 April 2017 5 To: Cc: Subject: 16052 : Purchase of reme	oval crates/scates and security seals [SEC=UNCLASSIFIED]
Dear	
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Will there be a consolidation area	for the Freighter?
Kind regards	
Project Manager	
84 Barrier Street Fyshwick AC	☐ 2609 PO Box 529 Fyshwick ACT 2609
From	
Sent: Tuesday, 18 April 2017 6:42 To: Cc: Subject: Purchase of removal crat	es/scates and security seals [SEC=UNCLASSIFIED]
Hi	

d

For the removal of the medical records from the Old Bakery Building and the back shed @ NIHRACS, could you please purchase removal crates, scates (to move the crates around) and security seals. I have attached the website details for A+Plastics (crates) and B-Sealed (security seals). Can you also please arrange for the items to be shipped to Island on the freighter and delivered to NIHRACS. The full crates will be returning to the mainland the following day.

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- 2. B-Sealed
- 120 X Maxi Jaw Lock Seals Product Code is MX25

http://www.bsealed.com.au/product/pulltight/maxijawlock

Please keep this under wraps!

Cheers

Norfolk Island Branch | Local Government and Territories Division Department of Infrastructure and Regional Development GPO Box 594, Canberra ACT 2601

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From:

Sent:

Wednesday, 12 April 2017 10:13 AM

To: Cc:

Subject:

RE: Transport of Asbestos contaminated documents by Air [SEC=UNCLASSIFIED]

UN 2590 Asbestos, chrysotile, Packing Instruction 958.pdf

UNCLASSIFIED

Attachments:

Good morning

Thank you for your email and phone calls. I have attached a pdf which contains the Dangerous Goods information for the Asbestos (blue page) plus the relevant Packing Instruction (yellow page).

As discussed, you will need to have a qualified Dangerous Goods Pack person to complete the packing and documentation. The outer packaging will need to be in one of the UN specified packages listed in the Packing struction. Also the packaging will require the normal labels and markings for Dangerous Goods shipments.

Once packed correctly, the consignment is already permitted on a passenger aircraft so no special approvals are required.

I hope this information helps but please feel free to call or email me at any time.

Cheers

Dangerous Goods Inspector Safety Assurance Branch CASA\Aviation Group

30 Elizabeth St, Sydney NSW 2010 GPO Box 2005, Canberra ACT 2601

www.casa.gov.au



From

Sent: Tuesday, 11 April 2017 12:47 PM

To:

Cc:

Subject: Transport of Asbestos contaminated documents by Air [SEC=UNCLASSIFIED]

Good Afternoor

As discussed, the department is required to transport by air documents, which have been stored in a building contaminated by loose Asbestos from Norfolk Island back to Canberra. Due to processes on Norfolk Island whereby sea freight is loaded via lighters onto cargo ships by unskilled staff, it is not possible to transport by sea.

The documents will be removed from the building under the supervision of a hygienist and packaged as follows:

- 1. Sealed in double bags of polythene that are a minimum of 200 microns thick and labelled with an identifying number and a warning.
- 2. Placed into a small, rigid, airtight container displaying pictograms on the outside and the text 'Danger: may contain asbestos may cause cancer, causes damage to organs through prolonged or repeated exposure'.
- 3. Placed into a second, unlabelled outer box.

Options available to us via air would include a direct Norfolk Island to Sydney Flight via Air New Zealand or a freighter, which could be used to clear the backlog of freight in Sydney and Brisbane with the documents as return cargo.

We are in contact with both the Asbestos Safety and Eradication Agency and the Department of Environment to ensure that we are aware of any conditions/permits required and they have advised that we also need to seek advice from CASA.

Your advice on any permits or requirements to undertake this activity would be much appreciated.

Thank you

Local Government and Territories Division
Department of Infrastructure and Regional Development
GPO Box 594, Canberra ACT 2601

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2

Single packagings are permitted.

UN Number	Net quantity per package Passenger aircraft	Net quantity per package Cargo Aircraft Only				
UN 2211, Polymeric beads, expandable	400.0 kg	200.01				
UN 3314, Plastics moulding compound	100.0 kg	200.0 kg				

				SINGLE PA	ACKAGINGS						
Туре		Dru	ims		Boxes						
Desc.	Steel	Aluminium	Plywood	Fibre	Wood	Plywood	Reconstituted wood	Fibreboard	Other metal		
Spec.	1A1 1A2	1B1 1B2	1D	1G	4C1 4C2	4D	4F	4G	4N		

PACKING INSTRUCTION 958

OPERATOR VARIATIONS: AM-09, EY-03, TU-04

This instruction applies to UN 2071 and UN 2590 on passenger aircraft and Cargo Aircraft Only.

The General Packing Requirements of Subsection 5.0.2 must be met.

Compatibility Requirements

substances must be compatible with their packagings as required by 5.0.2.6.

Closure Requirements

closures must meet the requirements of 5.0.2.7.

Additional Packing Requirements

- all rigid packagings must be sift-proof;
- for UN 2590 bags must be palletised and unitised by methods such as shrink wrapping in plastic film or wrapping in fibreboard secured by strapping.

Single packagings are permitted.

UN Number .	Quantity per package Passenger aircraft	Quantity per package Cargo Aircraft Only
UN 2071, Ammonium nitrate fertilizers	200.0 kg	200.0 kg
UN 2590, Asbestos, chrysotile		

								SII	NGLE PA	CKAGIN	GS								
Type	Type Drums Jerricans Boxes										Bags								
Desc.	Steel	Alumin-	Ply- wood	Fibre	Plastic	Other metal	Steel	Alumin- ium	Plastic	Steel	Alumin-	Wood	Ply- wood	Recon- stituted wood	Fibre- board	Plastic	Other metal	Plastic	Textile
Spec.	1A2	182	1D	1G	1H2	1N2	3A2	3B2	3H2	4A	4B	4C1 4C2	4D	4F	4G	4H2	4N	5H3 5H4	5L3

PACKING INSTRUCTION Y958

OPERATOR VARIATIONS: AM-09, DE-01, GA-03, GF-04, KC-11, LH-01, LX-02, MH-14, OS-03, OU-04, PX-10, SW-02, TN-04, UX-02, VO-03, VT-01, WY-04, XG-01, XK-03, XQ-01

This instruction applies to Limited Quantities of UN 2071.

The General Packing Requirements of Subsections 2.7.5, 5.0.2 to 5.0.4 (with the exception of 5.0.2.3, 5.0.2.5, 5.0.2.11 and 5.0.2.14.2) must be met except that the packagings do not have to meet the marking and testing requirements of 

i						-	-	Passenger &	nd	Ca	rgo ft Only			
_	-				1		1	Cargo Aircra	int					
1			Or Or			EQ	76.	Max Net	Pkg Max No	ł Pkg	Max Not	S.P. 698 4,4	ERG Cods	
1		Proper Shipping	Div. (Sub Risk)	Hazard Label(s)	PG	2.6	Ping	200	inst OtylPki		QtyiPkg	M	14	
1	UNI D no.	Name/Description	C	D	E	F	0	Horbidden	Forbidden	For	bidden		15	
1	A	Articles, pyrophoric †	1.2L					orbidden	Forbidden	For	l bidden	7.1	1L	
1	0380	and a mustachnic t	1.1G		1	1	1	-Digitaen			1		1L	
	0428	for technical purposes	1.2G			1	1	Forbidden	Forbidden	Fo	rbidden	1	15	
4	0429	Articles, pyrotechnic † for technical purposes	1,20					Forbidden	Forbidden	Fo	nebbidan		11	1
		- tookning t	1.3G			1		FOIDIGOCII			75 10	A80	2 1L	4
	0430	for technical purposes	1.4G	Explosive 1.	4	E	0	Forbidden	Forbidder	135	75 kg	700		A
	043	1 Articles, pyrotechnic † for technical purposes				1.	0	Forbidden	135 25	kg 135	5 100 k	g A80)2 3L	
		and the superconduct	1.45	Explosive 1.	4	1	0	1		0.5	6 601	. A8	na 8L	
	043	for technical pulposes	8	Corrosive		m I	E1 Y	/841 1 L	852 5	L 85	0 001	110		
	258	Arylsulphonic acids, liquid with 5% or less free sulphuric acid			1	-	F2 .	Y840 0.51	851	L 85	55 30	L	81	
	05	Landa Benid	8	Corrosive		n	E2	1040			64 100	kn Al	303 8	
	25	with more than 5% free surprisers	8	Corrosiv	e	111	E1	Y845 5 kg	9 860 2	5 kg 8	64 100	va		
	25	Arylsulphonic acids, solid with 6% or less free sulphuric acid					E2	y844 5 k	g 859 1	5 kg 8	63 50	kg	8	SL
		a state collid	8	Corrosiv	e	11	-				Forbidde	n	461	9L
	23	with more than 5% life sulphare	9					Forbidde	n Forbide	den	Follower			
	2	Asbestos amphibole † (amosite, tremolite, actinolite, anthophyllite, crocidolite)												
		Asbestos, blue, see Asbestos amphibole † (UN 2212)						-		-				
		Asbestos, brown, see Asbestos amphibole † (UN 221	12)			111	EO	Forbidde	อก 958	200 kg	958 20	00 kg	A61	91
		2590 Asbestos, chrysotile †		9 Miscellar	jedus	1	-							
	1	Asbestos, white, see Asbestos, chrysotille † (UN 2590	0)					Forbidd	len Forbi	idden	Forbid	den		
		Ascaridole		4 CT										
		Asphalt, cut back, see Tars, liquid (UN 1999)				1								
		de la liquid nowered	1			1								
		Automobile, see Vehicle, flammable tiquite (UN 3166) or Vehicle, flammable gas powered (UN 3166) or Battery-powered vehicle (UN 3171)					E	1 Y964 3	0 kg G 964	450 L	964	450 L	A27	9A
		3334 Aviation regulated liquid, n.o.s. * †			aneous		II E	1 1	30 kg G 956	400 kg	956	400 kg	A27	9A
		3335 Aviation regulated solid, n.o.s. * †	71	9 Miscel	laneou			Forbi	- 1	rbidden	Forb	idden		
		Azaurolic acid (salt of) (dry)						Forbi	-	rbidden	Fort	idden		
		Azidodithiocarbonic scid					1			spidden	Fort	idden		
		Azidoethyl nitrate								orbidden	For	bidden		
		Azido guanidine picrate (dry)	7.1							orbidden	For	bidden		
		5-Azido-1-hydroxy tetrazole								orbidden	For	rbidden		1
)		Azido hydroxy tetrazole (mercury and silver salts)								orbidden	Fo	rpidden		
۸		3_Azido-1,2-propylene glycol dinitrate						10						
		1-Aziridinyi phosphine oxide-(tris), see Tris-(1-azir phosphine oxide solution (UN 2501)	ridinyl)				-					whichday	A	50 3L
ħ				4.1				Fo	rbidden	Forbidder		orbidder		
A		3242 Azodicarbonamide						Fo	orbidden	Forbidde	F	orbidde	"	
F		Azodicarbonamide formulation type B, temperatur controlled	15			1								
A		COMBONOG	1											

From: Sent: To:	Tuesday, 11 April 20		,	
Subject:	moving asbestos co	ntaminated material [SEC=UNCLASSIFI	ED]
Dear				
We spoke on the phone ear Department of Environmen The contact we have there	nt may be able to provide	have relates to the te you with information	ransfer of asbes on for the transfe	tos waste, but the er of documents to
Assistant Director,				
Department of the I	invironment			
They also have some inform	nation on <u>this</u> page.			
Kind regards,				
	^			

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