



TECHNICAL REPORT P6799

MANAGEMENT-LEVEL ASBESTOS SURVEY FOR THE PRESENCE OF ASBESTOS-CONTAINING MATERIALS (HSG 264):

Burnside Poultry Unit, Little Clinterty, Kinellar, Aberdeenshire AB21 0TL



Prepared for:
Mr Graham Buchan
59 School Drive, Aberdeen, AB24 1TH



Prepared by:
Ethos Environmental Ltd
Riverside House
Riverside Drive
Aberdeen AB11 7LH

Tel: 01224-898189
E-mail: brian@ethosenvironmental.co.uk
Web site: www.ethosenvironmental.co.uk

OCTOBER 2016

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PROJECT QUALITY SHEET

Please note that the UKAS Accreditation Symbols on the front cover of this report refer only to services for building surveying and sampling of the suspected asbestos bulk materials. This includes the recommendations detailed herein. It should be noted that the Risk Assessment Algorithm used in this survey is out with the scope of Ethos Environmental Ltd's inspection body accreditation.					
Project Title		Burnside Poultry Unit		Project Number	
				P6799	
Document Title		Technical Report – Management-Level Asbestos Survey For The Presence of Asbestos Containing Materials (HSG 264)		Survey Date	Issue Date
				29 September 2016	11 th November 2016
Revision	Date Written	Filename	Report		
1.0	8 November 2016	Description	Initial Version		
		Item	Prepared By	Checked By	
		Name	B Gardner	Scott Carlin	
		Signature			
Issue		Filename			
		Description			
			Prepared By	Checked By	
		Name			
		Signature			

EXECUTIVE SUMMARY

Survey Type

Management-Level Asbestos Building Survey

Scope of Survey

Poultry Unit agricultural building (internal and external fabric). Note that a separate report addresses the ground contamination issues

Locations of Asbestos

External corrugated roof sheeting (~450 sq m) and associated elements (apex, flashings, roof vents etc)

Internal sheeting to underside of roof (~400 sq m)

Internal wall cladding (~170 sq m)

Some limited debris from internal asbestos fabric located on floor of concrete slab

Areas not Accessed

None

Recommended Actions

No immediate actions required while premises is not occupied. Remedial actions required if premises is to be used or occupied (see section 4).

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1.0 INTRODUCTION

1.1 Background

The client owns a former Poultry Shed at Little Clinterty, near Blackburn, Aberdeenshire. The structure location is shown on satellite image in Figure 1.



Figure 1. Poultry Unit Shed, Little Clinterty

The structure is currently not used for poultry and it is understood that it is unlikely to be suitable for such uses in future for reasons relating to size and economics of such activities. The structure is currently used for ad-hoc storage.

A management-level (former "Type 2") survey was undertaken of the premises for asbestos in 2008. This identified that the asbestos cement sheeting forming the roof of the structure was in poor condition in places, and recommended that - were the structure to be occupied - it would require some remedial works in the short-term to minimise the risk of further deterioration and consequent potential health risk to users arising.

In September 2016 the client requested an updated survey to assist in establishing options for future use of the structure.

The survey was carried out by B Gardner (lead surveyor) on 29th September 2016.

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1.2 Details of Property

The property is assumed to have been constructed between the 1950s and 1970s. It occupies a footprint of approximately 10 x 35 m and consists of timber frame and external wall cladding. Internal walls are predominantly asbestos cement-based flat sheets (see later in report) with some plasterboard sections recently added to the front entrance areas and forming adjoining office/stores area. The external roof comprises corrugated asbestos cement sheeting (see later in report). The floor is a concrete slab

1.3 Purpose, Aims and Objectives of Survey

The purpose of the survey is to identify all surface, visible and accessible asbestos containing materials (ACMs), and to evaluate the current risk presented by these. This will enable the client make decisions regarding future usage of the site and to maintain an Asbestos Register and Asbestos Management Plan as required under the Control of Asbestos Regulations 2012.

1.4 Use of Report and Client Responsibilities

This report should be read in its entirety, including all sections, appendices, certification, plans and photographs (where applicable).

There are a significant number of report caveats, qualifications and service constraints relating to:

- Client instructions/brief
- Client information provided
- Scope of the survey
- The method of work for management asbestos building surveying
- Representative surveying and sampling strategies
- Client intentions for the building

These are necessarily associated with asbestos building surveying, and are required under our professional indemnity insurance cover.

The client should satisfy themselves as to the adequacy of this survey report within any caveats and exemptions detailed.

The client should satisfy themselves that they have provided - in advance of the survey - the surveying organisation with all information available in terms of previous surveys, history of the building, previous asbestos removal details, site and layout plans and details of hidden voids, soloms, hidden access hatches/points etc.

The client's attention is drawn specifically to the distinctions between Refurbishment/Demolition and Management Surveys. Specifically, it is stressed that a Management survey should **not** be relied upon to confirm the presence/absence of asbestos in buildings prior to refurbishment, demolition or any works liable to disturb non-surface

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elements of the building fabric as these may not have been included within the scope of a Management Survey. Where such work is proposed, a Refurbishment/Demolition survey is required.

It should not be assumed that Ethos Environmental Ltd is party to full information relating to the client's intentions for the building at the time of the survey commission or completion. Ethos Environmental Ltd understands that the client's requirements/project intentions are as follows:

To understand the risk presented by surface-level asbestos-containing material in order to manage the current risk and inform decision-making regarding future useage.

Where an asbestos-containing material (ACM) has been identified, the client should review the material risk assessment prepared for each ACM in light of their understanding of the nature of the building and its use by occupants and satisfy themselves that the consultant assumptions used and the risks presented by ACMs on-site are adequately risk-assessed.

Note that this report does not address issues relating to contamination of soils around this structure or elsewhere in the vicinity, with asbestos-containing materials. These are discussed in a Stage 1 contaminated land investigation report (P6799.02).

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2.0 GENERAL SITE & SURVEY INFORMATION

The following information pertains to the client, site and scope of survey.

Table 1: Survey Information

The name and address of the person who commissioned the survey;	Mr Graham Buchan 59 School Drive, Aberdeen, AB24 1TH
The names of the surveyors;	Brian Gardner CCP [Asbestos]
The name and address of the premises surveyed;	Burnside Poultry Unit, Little Clinterty, Kinellar, Aberdeenshire AB21 0TL
Survey date	29/09/2016
Report issue date	08/11/2016
A description of the areas included in the survey	Agricultural shed only
A description of any areas excluded in the survey	All areas were accessed
The survey method used (this publication and/or other documented procedures)	Procedure 30 based upon HSG264
The type of survey undertaken (management, refurbishment or demolition) and, if more than one type is used, where they apply within the premises;	Management Survey
Any variations or deviations from the method	N/A
Agreed exclusions and inaccessible areas (with reasons) which should be specific to the survey and not generic.	Management-level asbestos surveys do not normally access behind surface fabric. Locations behind the internal plasterboarding erected in recent years at the front entrance could not be accessed. However the client has advised that suspect asbestos debris may be present in these areas as a result of the refurbishment works. Scope of the survey reported here does not extend to contamination of ground around the structure.

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3.0 SURVEY FINDINGS

3.1 Inaccessible Areas

No areas were deemed inaccessible within the scope of a management-level asbestos building survey.

3.2 Survey Findings

3.2.1 External Fabric

The external structure comprises blockwork to 0.6m height with timber cladding external walls above this. Rainwater goods are plastic. The roof, apex and flashings etc are formed from corrugated asbestos cement sheeting (Ref: Samples 67443, Certificate A20653, Appendix 1). In places these have been patched with non-asbestos panelling. The roof apex has asbestos cement vents.

Samples were tested for water sorption capacity, to establish the category of material under the Control of Asbestos Regulations 2012, and the external asbestos materials were confirmed as being classed as "asbestos cement". Figures 2 & 3 illustrate the asbestos cement roofing elements. Figure 5a at appendix 2 shows a schematic of the extent of the roofing asbestos



Figure 2. View of barn structure from north

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Figure 3. North (front) end of barn, east elevation

3.2.2 Internal Fabric

Internally the roof is supported by timber struts, forming 12 internal sections running the width of the structure. Internally the rear (ie southern) ten sections of the barn structure are clad in flat thin asbestos cement panelling to a height of 2.0m. This material has a slight yellow colouring (Ref: Sample 67445, Certificate A20653, Appendix 1). Figure 5c at appendix 2 shows a schematic of the extent of the vertical asbestos wall cladding.

The same material clads the underside of the ceiling throughout the structure, approximately 12m x 40m in area (Ref: Sample 67446, Certificate A20653, Appendix 1). Figure 4 illustrates the wall cladding and roof underside panelling. Figure 5b at appendix 2 shows a schematic of the extent of the asbestos sheeting forming the underside of the roof.

The front (north) two sections of the barn structure are clad internally with plasterboard, forming new walling and office/store areas. Access could not be gained behind this without disturbance works (outwith survey scope). The client advised that the asbestos panelling

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present throughout the rest of the barn should be expected to be present here also along with some debris associated with the installation of the plasterboard walling, though this could not be confirmed within the scope of the survey.

The internal asbestos cladding is typically in 2m x 3m sections and nailed in place to timber structure behind. The asbestos internal panelling is unpainted but in relatively good condition, with limited damaged locations, such as light fittings, penetrations in ceiling panelling etc.



Figure 4. Internal view of barn looking south from entrance

Roof vents have been installed/refurbished at various locations; some debris from the asbestos panelling is evident internally on floor surfaces, and is presumed to have resulted from installation of roof vents.

Samples were tested for water sorption capacity, to establish the category of material under the Control of Asbestos Regulations 2012, and the internal wall cladding and roofing underside sheeting asbestos materials were confirmed as being classed as “asbestos cement”.

The black damp-proof course running above the block work wall and immediately below the asbestos cement cladding was sampled (Ref: Samples 67440, 67449, Certificate A20653,

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Appendix 1) and found to not be an asbestos-based product itself, though there was evidence of trace potential surface contamination from the internal cladding.

Table 2 below details the location of all of the asbestos containing materials found during the Management Survey.

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Table 2: Survey Findings – Asbestos-Containing Materials Identified

Sample Certificate		A20653 (part of)		Analysed By		Keith Garland		Samples Taken		4
Location	Description of Material	Extent ¹	Accessibility	Condition	Surface Treatment	Identification Criteria ²	Material Assessment Score ³	Comments		
External roofing and associated vents, flashings, apex etc	Asbestos cement	450 sq m	Low	Fair-Poor	None	Sampled	5	None		
Internal sheeting to underside of roof	Asbestos cement	400 sq m	Low	Fair	None	Sampled	4	None		
Internal wall cladding	Asbestos cement	180 sq m	High	Fair	None	Sampled	4	None		

¹ The extent is an approximate measurement for management purposes only. Do not use for removal purposes.

² Sampled/Strongly Presumed/Presumed.

³ See Appendix 4.

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4.0 ASBESTOS REGISTER AND MANAGEMENT ACTION PLAN

4.1 Survey conclusions are summarised in Table 3 below. This table should be considered as a Register and Asbestos Management Plan for the duty holder with regards to the management of their ACMs. While the premises remain unoccupied there is no immediate action required.

Table 3: Location of ACMs and Actions Required

Location/Item	Risk Summary	Action/Timescale
External roof sheeting	Low	<p>No action required if premises is to be unused.</p> <p>If premises are to be used, the roof sheeting will require a condition survey/ reinspection on a 3-yearly basis.</p> <p>Prior to demolition remove the asbestos roof sheeting</p>
Internal wall cladding	Low	<p>If premises to be used/occupied, the internal fabric should be subject to a priority asbestos risk assessment.</p> <p>Restricting access of contractors/others behind plasterboard fabric to front of barn structure is prudent given the likelihood of asbestos cement debris.</p> <p>An “environmental clean” of all surfaces may be appropriate at this stage, depending on the nature of the occupancy, and/or encapsulation of all accessible internal surfaces. A condition survey/ reinspection will require to be undertaken on a regular basis (typically 6 or 12-monthly) depending on risk assessment.</p> <p>Alternatively, consideration may be given to removal outright of this material at this stage particularly if any internal refurbishment works is proposed, or activities likely to present risk of damage to wall fabric.</p> <p>The wall cladding will require to be removed prior to any demolition.</p>
Internal panelling to roof underside cladding	Low	<p>If premises to be used/occupied, this fabric should be subject to a priority asbestos risk assessment.</p> <p>Given the low accessibility of these surfaces and their orientation, where an environmental clean is being carried out on the internal wall cladding, an environmental clean of the roof underside surfaces and/or encapsulation of all accessible internal surfaces may, or may not, be appropriate, depending on the nature of the occupancy/risk assessment.</p> <p>A condition survey/ reinspection will require to be undertaken on a regular basis (typically 6 or 12-monthly) depending on risk assessment.</p> <p>Alternatively, consideration may be given to removal outright of this material at this stage in tandem with the wall cladding, particularly if any internal refurbishment works is proposed, or activities likely to present risk of damage to roof underside.</p> <p>The roof underside will require to be removed prior to any demolition</p>

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4.2 Work on these materials will not be licensable. Work on the external asbestos roofing will almost always constitute non-notifiable/non-licensable work. Work on the internal fabric will require a risk assessment to establish if this work constitutes non-notifiable/non-licensable work, or notifiable/non-licensable work.

The three main categories of “work with asbestos”, are discussed in more detail in appendix 4 but can be summarised as follows:

Licensable work requires a licenced removal contractor. The removal contractor will be required to notify the HSE 14 days prior to the removal of the material. The removal contractor operatives and supervisors must be suitably trained and their training refreshed annually. A Plan of Work and Method Statement must be completed prior to the work commencing and a copy kept at the site with the ASB5 notification form.

Notifiable, non-licensable work does not require a licenced removal contractor, but it requires notification (same day) to HSE. Notifiable Non-licensed Works do not require a licensed asbestos removal contractor to remove the materials and removal does not require notification to the HSE 14 days prior to commencement of the works. However, the work does need to be notified to the HSE on the day of the work, prior to commencement of the work activities. The general requirements of the *Control of Asbestos Regulations 2012* will still apply.

Personnel undertaking work on these materials must be appropriately trained for the work they are undertaking (note “*asbestos awareness*” training is not sufficient). This training should be undertaken annually. Prior to commencement of any works a suitable and sufficient Plan of Work and Risk Assessment is required and should be retained on-site. Appropriate controls on the spread of, and exposure to, asbestos should be used.

Non-notifiable, non-licensable work does not require a licenced removal contractor nor notification to HSE. However, the general requirements of the *Control of Asbestos Regulations 2012* will still apply.

Personnel undertaking work on these materials must be appropriately trained for the work they are undertaking (note “*asbestos awareness*” training is not sufficient). This training should be undertaken annually. Prior to commencement of any works a suitable and sufficient Plan of Work and Risk Assessment is required and should be retained on-site. Appropriate controls on the spread of, and exposure to, asbestos should be used.

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APPENDIX 1: CERTIFICATE OF ANALYSIS



CERTIFICATE OF ANALYSIS

Analysis undertaken to Ethos UKAS Accredited Documented In-House Procedure 27 based upon Appendix 2 of the Analysts' Guide (HSG248)

2146

Ethos Environmental Ltd

Head Office
Unit 15-16 Dumbryden Industrial Estate
Dumbryden Road
EDINBURGH
EH14 2AB



tel: 0131 453 5111
fax: 0131 453 6111
email: info@ethosenvironmental.ltd

ASBESTOS JOB NUMBER	A-20653	DATE OF SAMPLING	29/09/2016	Sampling Disclaimer Ethos Environmental Ltd. operate a UKAS Accredited documented in-house method for bulk asbestos sampling. Where samples are sent in by external clients Ethos Environmental Ltd. can accept no responsibility for samples incorrectly collected or cross contaminated. The sampling will also be outwith the scope of our UKAS Accreditation for sampling. This disclaimer should be considered when interpreting the results of the analysis below.
CLIENT	MR GRAHAM BUCHAN 59 SCHOOL DRIVE ABERDEEN AB241TH	DATE OF ANALYSIS	11/10/2016	
		SAMPLED BY	Brian Gardner	
		SITE DETAILS:	Burnside Poultry Farm, Kinellar	

SAMPLE ID	SAMPLE DETAILS	CONTAINS	COMMENTS
67440	Sample 1	Chrysotile (white asbestos)	
67443	Sample 2	Chrysotile (white asbestos)	<30%w/w absorption - cement
67444	Sample 3	Chrysotile (white asbestos)	>30%w/w absorption - board
67445	Sample 4	Chrysotile (white asbestos)	<30%w/w absorption - cement

ANALYSED BY:	Keith Garland	ANALYSED BY SIGNATURE	
DESIGNATION:	Laboratory Analyst		
AUTHORISED BY:	Ania Szczepanska	AUTHORISED BY SIGNATURE	
DESIGNATION:	Senior Laboratory Analyst		

Analysis Disclaimer
All comments and opinions, including water sorption analysis, contained on this certificate are outwith the scope of our UKAS Accreditation for Analysis of Asbestos in Bulk Materials. No responsibility can be accepted for the incorrect use or misrepresentation of the information detailed in this certificate.

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Ethos Environmental Ltd

Head Office
Unit 15-16 Dumbryden Industrial Estate
Dumbryden Road
EDINBURGH
EH14 2AB



tel: 0131 453 5111
fax: 0131 453 6111
email: info@ethosenvironmental.ltd

ASBESTOS JOB NUMBER A-20053		DATE OF SAMPLING 29/09/2016	Sampling Disclaimer Ethos Environmental Ltd. operate a UKAS Accredited documented in-house method for bulk asbestos sampling. Where samples are sent in by external clients Ethos Environmental Ltd. can accept no responsibility for samples incorrectly collected or cross contaminated. The sampling will also be outwith the scope of our UKAS Accreditation for sampling. This disclaimer should be considered when interpreting the results of the analysis below.
CLIENT	MR GRAHAM BUCHAN 59 SCHOOL DRIVE ABERDEEN AB24 1TH	DATE OF ANALYSIS 11/10/2016	
		SAMPLED BY Brian Gardner	
		SITE DETAILS: Burnside Poultry Farm, Kinellar	
67446	Sample 5	Chrysotile (white asbestos)	<30%/w/w absorption - cement
67447	Sample 6	Chrysotile (white asbestos)	<30%/w/w absorption - cement
67448	Sample 7	Chrysotile (white asbestos)	<30%/w/w absorption - cement
67449	Sample 8	Chrysotile (white asbestos)	

ANALYSED BY: Keith Garland
DESIGNATION: Laboratory Analyst

AUTHORISED BY: Ania Szczepanska
DESIGNATION: Senior Laboratory Analyst

ANALYSED BY SIGNATURE

AUTHORISED BY SIGNATURE

Analysis Disclaimer

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Ethos Environmental Ltd

Head Office
Unit 15-16 Dumbryden Industrial Estate
Dumbryden Road
EDINBURGH
EH14 2AB



tel: 0131 453 5111
fax: 0131 453 6111
email: info@ethosenvironmental.ltd

ASBESTOS JOB NUMBER A-20653		DATE OF SAMPLING 29/09/2016	Sampling Disclaimer Ethos Environmental Ltd. operate a UKAS Accredited documented in-house method for bulk asbestos sampling. Where samples are sent in by external clients Ethos Environmental Ltd. can accept no responsibility for samples incorrectly collected or cross contaminated. The sampling will also be outwith the scope of our UKAS Accreditation for sampling. This disclaimer should be considered when interpreting the results of the analysis below.
CLIENT	MR GRAHAM BUCHAN 59 SCHOOL DRIVE ABERDEEN AB241TH	DATE OF ANALYSIS 11/10/2016 SAMPLED BY Brian Gardner SITE DETAILS: Burnside Poultry Farm, Kinellar	
67450	Sample 9	Chrysotile (white asbestos)	>30%w/w absorption - board
67451	Sample 10	Chrysotile (white asbestos)	<30%w/w absorption - cement

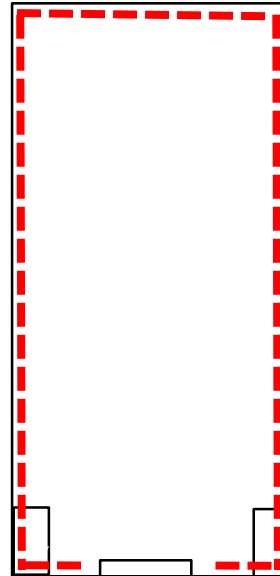
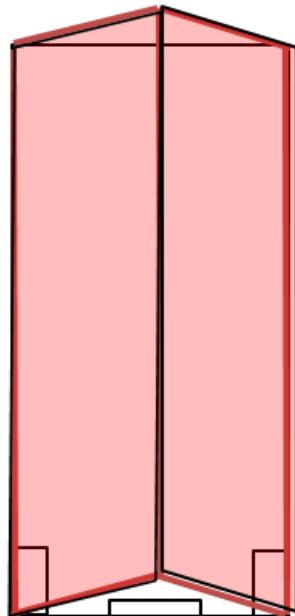
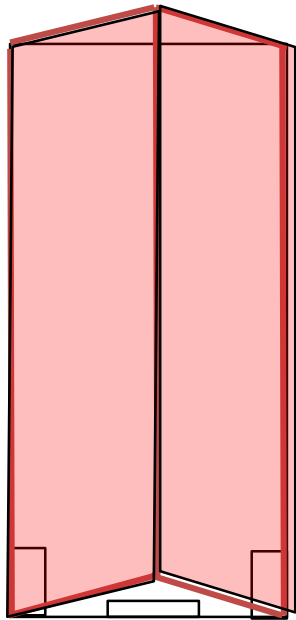
ANALYSED BY: Keith Garland	ANALYSED BY SIGNATURE 	Analysis Disclaimer All comments and opinions, including water sorption analysis, contained on this certificate are outwith the scope of our UKAS Accreditation for Analysis of Asbestos in Bulk Materials. No responsibility can be accepted for the incorrect use or misrepresentation of the information detailed in this certificate. This certificate is invalid without an authorised signature.
DESIGNATION: Laboratory Analyst		
AUTHORISED BY: Ania Szczepanska	AUTHORISED BY SIGNATURE 	
DESIGNATION: Senior Laboratory Analyst		

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APPENDIX 2: SITE SCHEMATIC



North

Fig 5a. Plan view showing asbestos cement roof sheeting

Fig 5b. Plan view showing asbestos cement sheeting to roof underside

Fig 5c. Plan view showing asbestos cement cladding to internal surfaces of external walls.

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APPENDIX 3: CATEGORIES OF WORK WITH ASBESTOS

There are three categories of work with asbestos:

- Licensable (and hence notifiable)
- Notifiable, but non-licensable (NNLW)
- Non-notifiable and non-licensable

Whether a type of asbestos work is either licensable, NNLW or non-licensed work has to be determined in each case and will depend on the type of work you are going to carry out, the type of material you are going to work on and its condition. The identification of the type of asbestos-containing material (ACM) to be worked on and an assessment of its condition are important parts of your risk assessment, which needs to be completed before you start work.

Firstly, decide if the work is exempt from licensing or not.

If the work is exempt from the need for a licence, you then need to determine if it is notifiable non-licensed work or non-licensed work. The key factors to consider are:

The type of work you are planning to do:

- **Maintenance**, e.g. drilling holes to attach fittings or pass cables through, painting, cleaning etc. Maintenance includes some removal where it is incidental to the main task, e.g. removing an asbestos ceiling tile to allow inspection; or
- **Removal**, e.g. as part of a refurbishment or redesign project; or
- **Encapsulation**, e.g. work to enclose or seal asbestos materials in good condition; or Air monitoring and control, and the collection and analysis of samples.

The asbestos type:

- **Is it friable?** - the more friable a material is, the more likely it will release asbestos fibres when worked on and the greater the risk of exposure. Work which disturbs more friable materials e.g. asbestos insulation will tend to be NNLW and work which disturbs the least friable materials e.g. asbestos cement can normally be treated as non-licensed work; and
- **How firmly is the asbestos bonded in a matrix?** (For removal work only) – Asbestos containing materials (ACMs) where the asbestos is coated, covered or contained within another material, such as cement, paint or plastic are considered to be firmly bonded in a matrix, ACMs of this type in good condition can usually be treated as non-licensed work but where they are significantly damaged, and so more likely to release fibres, they will need to be treated as NNLW.

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- **The material's condition:** Has the material been damaged or is it in poor condition? – removal of ACMs in poor condition e.g. due to flood or fire damage, will normally need to be treated as NNLW; and
- **Will the materials' matrix be destroyed when worked on?** – e.g. deteriorating textured decorative coatings e.g. 'Artex' with gel or steam to remove it, will normally need to be treated as NNLW.

It is the responsibility of the person in charge of the job to assess the ACM to be worked on and decide if the work is NNLW or non-licensed work. This will be a matter of judgment in each case, dependent on consideration of the above factors.

A decision flow chart is available in [Asbestos Essentials sheet A0](#) to help you decide how work with asbestos should be categorized (see Figure A4.1 below).

To help you, examples of NNLW include, (assuming in all cases exposure is sporadic and of low intensity and will not exceed the control limit):

- 1 minor, short duration, maintenance work involving asbestos insulation, e.g. repairing minor damage to a small section of pipe insulation where the exterior coating has been broken or damaged;
- 2 minor removal work involving AIB, when short duration and as part of a refurbishment project, e.g. removing AIB panels fixed with screws following water damage;
- 3 entry into the roof space above an AIB tiled ceiling, when no decontamination or cleaning has taken place;
- 4 removal work involving textured decorative coatings where the method of removal requires deterioration of the material, e.g. where the material is treated by steam, hydrating gel etc. and scraped off the underlying surface, or where it is very badly flood-damaged;
- 5 removal of asbestos paper and cardboard products if not firmly bonded in a matrix;
- 6 removal of asbestos cement (AC) which is substantially degraded e.g. badly fire-damaged or de-laminated material, or where substantial breakage is unavoidable to achieve removal.

NNLW will not normally include the following, which will continue to be categorised as non-licensed work (which is not notifiable), (assuming in all cases exposure is sporadic and of low intensity and will not exceed the control limit):

- 1 short, non-continuous maintenance work involving AIB which is in good condition, e.g. drilling holes in AIB to attach a fitting or pass through a cable or pipe, cleaning light fittings attached to AIB, removing a door with AIB fire-proofing, or lifting ceiling tiles for inspection where there is no full-body entry into the roof space;
- 2 short, non-continuous maintenance work on asbestos cement (AC), e.g. work on weathered AC roof tiles;

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- 3 removal of AC, which is kept virtually intact;
- 4 short, non-continuous maintenance work on textured decorative coatings, e.g. drilling holes, inserting screws or painting;
- 5 small-scale maintenance work with textured decorative coatings when this can be achieved without deterioration of the material, e.g. by careful cutting around backing sheets to achieve removal intact;
- 6 removal, for example, of gaskets or asbestos rope cords from heating appliances, which can be left in situ for disposal or can be lifted out virtually intact, without substantial breakage;
- 7 short, non-continuous maintenance work on clutch discs, brakes, friction products etc. unless significant damage is required e.g. by power tools;
- 8 removal of floor tiles or bitumen felt, when done with the appropriate controls, e.g. inline with Asbestos Essentials sheets A21 and A23;
- 9 work to enclose or seal asbestos materials that are in good condition (and that do not require a licence);
- 10 air monitoring and control, and the collection and analysis of samples.

The illustration of asbestos work categories chart (See Figure A4.2) gives some examples of what work falls into the categories of licensed, NNLW and non-licensed.

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Decision flow chart

Use this simple flow chart to help you decide who needs to do the work:

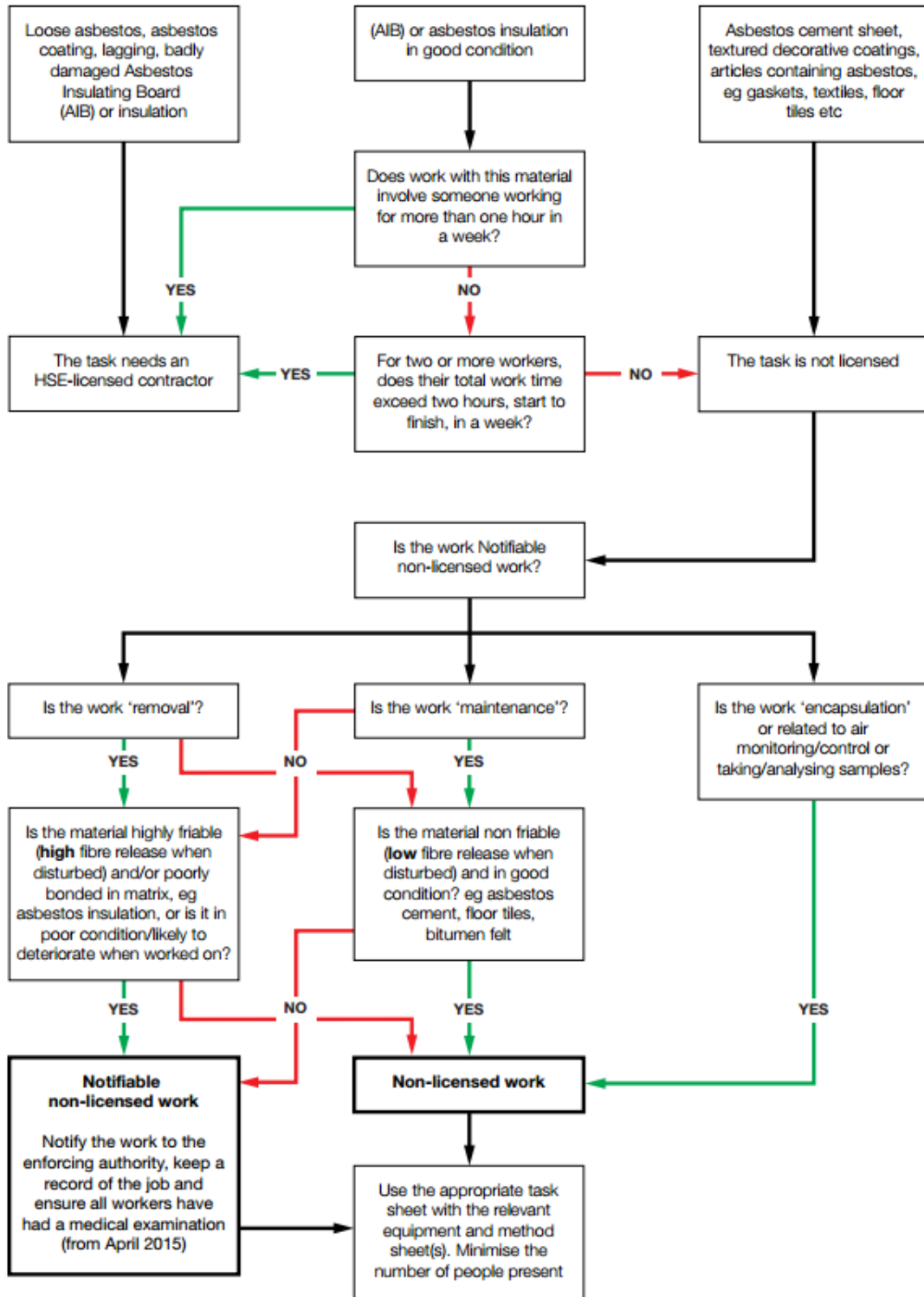


Figure A4.1

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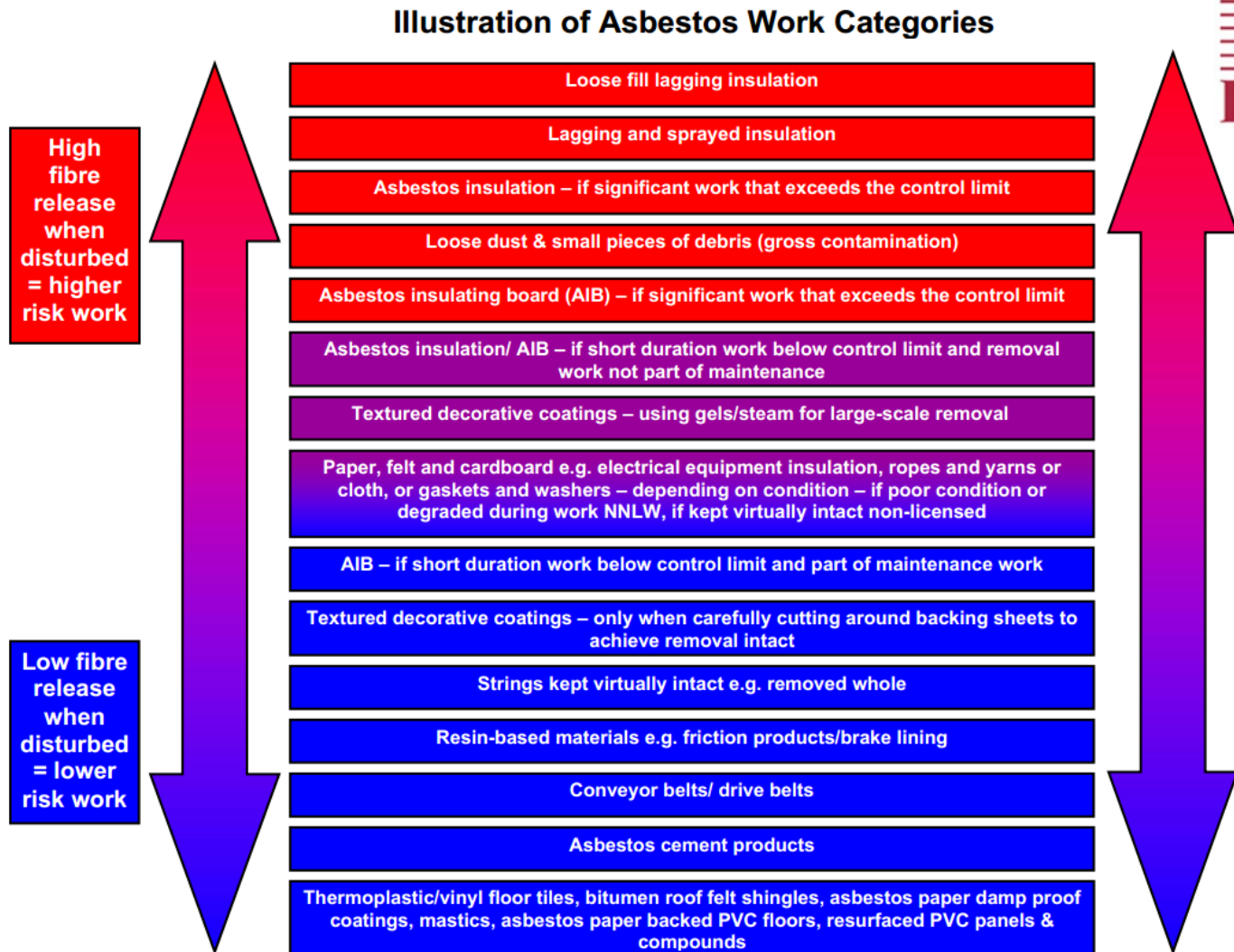


Figure A4.2
APPENDIX 4: METHODOLOGY

A5.1 Surveying

Ethos Environmental UKAS-accredited in-house Procedure 30 in accordance with HSE Guidance HSG264 was used. In each instance the conclusion as to asbestos presence/absence may be based on:

- i. Specific sampling: Sampling of the actual item/element in the area indicated, confirming that asbestos is/is not present. These samples will be detailed on the certificate of analysis. Specific sampling may include two or more samples of the same material in one or more locations to assess the homogenous nature of the material both locally and in other areas.
- ii. Strong presumption of asbestos presence: In the absence of sampling, visual inspection indicating that the surveyor is confident that the item does contain asbestos

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- iii. Presumption of asbestos **presence**: In the absence of sampling, the surveyor must make a visual inspection of a material. If the material is of such a type that was found to contain asbestos in the past, the surveyor cannot assume that the material does not contain asbestos, i.e. that the item should be assumed to contain asbestos.
- iv. Presumption of asbestos **absence**: In the absence of sampling, the surveyor must make a visual inspection of a material. Some materials obviously do not contain asbestos (e.g. brick, glass, wood) and have never been known to contain asbestos. In these circumstances the surveyor can assume that the material does not contain asbestos.

A5.2 Sampling

Where sampling has been used, this has been by means of an in-house UKAS-accredited method in accordance with HSE Guidance HSG265 and HSG248.

A5.3 Analysis

All analysis was undertaken by in-house UKAS-accredited method in accordance with HSE Guidance Note HSG248

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A5.4 Risk Assessment

A risk assessment is undertaken on all ACMs identified. This risk assessment is a material risk assessment only, undertaken in accordance with HSG264. The assessment relates only to the risk presented by the material in-situ: no allowance is made for other factors which the client is assumed to have a clearer knowledge of, and which may significantly change the risk, such as occupancy of room/area where ACM is present (numbers of persons and duration), likelihood that the ACM will be disturbed, and nature of any such disturbance (this is a Priority Assessment – See [HSE Document HSG227](#)).

The client is therefore advised to review the material risk assessment conclusions in light of their understanding of the nature of the building and its use by occupants.

A5.4.1 Material Risk Assessment Scoring System

Sample Variable	Score	Examples of Scores
Product Type (or debris from product)	1	Asbestos reinforced composites (plastics, resins, mastics, roofing felts, vinyl floor tiles, semi-rigid paints or decorative finishes, asbestos cement, etc.)
	2	Asbestos insulating board, mill boards, other low density insulation boards, asbestos textiles, gaskets, ropes and woven textiles, asbestos paper and felt
	3	Thermal insulating products (e.g. pipe and boiler lagging), sprayed coatings, loose asbestos mattresses and packing
Extent of Damage or Deterioration	0	Good condition: no visible damage
	1	Low damage: a few scratches or surface marks; broken edges on boards, tiles, etc.
	2	Medium damage: significant breakage of materials or several small areas where material has been damaged revealing loose asbestos fibres
	3	High damage or delamination: materials, sprays and thermal insulation. Visible asbestos debris
Surface Treatment	0	Composite materials containing asbestos: Reinforced plastics or resins, vinyl floor tiles or painted asbestos cement (with exposed face painted or encapsulated)
	1	Enclosed sprays and lagging, AIB (with exposed face painted or encapsulated), unsealed asbestos cement sheets, etc.
	2	Unsealed AIB or encapsulated lagging and sprays.
	3	Unsealed lagging or sprays
Asbestos Type	1	Chrysotile
	2	Amphibole asbestos excluding crocidolite
	3	Crocidolite

The risk assessment score for each of the four factors is added up. The lowest score possible is 2, the highest is 12.

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A5.4.2 Condition Classifications

The conditions of any asbestos-containing materials identified in the survey are classified as follows:

Good

The asbestos-based material is in sound condition and shows no signs of deterioration.

Fair

The asbestos based material, although sound is (a) sealed but showing slight signs of surface deterioration such as hairline cracks, water stains and minor blemishes; or (b), is unsealed but in otherwise good condition.

Poor

The asbestos based material is badly water stained; broken, badly cracked or fibrous materials are exposed.

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APPENDIX 5: SURVEY SCOPE, QUALIFICATIONS AND SERVICE CONSTRAINTS

A6.1 Management Survey Scope

Whilst Ethos attempts to gather as much information pertaining to the building, it's current use and any intended use (where refurbishment is planned), it is not uncommon for the organisation commissioning the survey to be unaware of the planned use of the building.

This information can be essential in ensuring that the correct scope of work for the asbestos survey is undertaken. Therefore, it should not be assumed that Ethos Environmental Ltd is party to full information relating to the client's intentions for the building at the time of the survey commission or completion.

It is important that the client, should satisfy themselves that they have provided – in advance of the survey – the surveying organisation with all information available in terms of:

- i. previous surveys or sampling exercises undertaken,
- ii. history of the building,
- iii. previous asbestos removal details,
- iv. site and layout plans
- v. details of hidden voids, solums or hidden access hatches/points etc.

The client should satisfy themselves that the scope and extent of the survey reported here meets their requirements. It is also stressed that the responsibility of the surveying organisation extends to the undertaking (and demonstrating of same) that reasonable steps have been taken to carry out a full and comprehensive survey.

The client's attention is drawn specifically to the distinctions between Management and Refurbishment/Demolition building surveys:

Survey Type	Survey scope	Method	Requirement	Risk Algorithm
Management	Survey of all areas of the building excluding building elements, voids etc. hidden within/behind other building fabric.	Survey based on surveyor inspection & presumptions, <u>and</u> sampling	Regulation 4 of Control of Asbestos Regulations 2012	Yes
Refurbishment/ Demolition	Survey of all areas of the building including building elements, voids etc. hidden within/behind other building fabric. Appropriate for buildings due for demolition or refurbishment or other works liable to disturb the building fabric	Survey based on surveyor inspection & presumptions, intrusions/penetrations and sampling	Control of Asbestos Regulations 2012	No*

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A6.2 Survey Types

A Management survey involves assessing all visible surfaces of the building fabric and all readily accessible elements. Specifically, it is stressed that a Management survey should not be relied upon to confirm the presence/absence of asbestos in buildings prior to refurbishment, demolition or any works liable to disturb non-surface elements of the building fabric as these items may not have been included within the scope of a Management survey. Where such work is proposed, a Refurbishment/Demolition survey is required.

A Management asbestos survey scope does not permit intrusions within elements (e.g. behind walls, under floorboards) of the building fabric.

Surveys are necessarily representative. Given the ways in which asbestos materials were utilised in buildings, a full and comprehensive Management survey cannot warrant that all the locations of asbestos in a building have been identified. As such, it is prudent where major building disturbance works are proposed, a Refurbishment/Demolition survey is commissioned, and that site health and safety management arrangements includes for emergency procedures in the event of suspect asbestos materials being uncovered during demolition.

Whilst great care has been taken to ensure that all ACMs have been located and identified, no survey can guarantee that all asbestos present in an area has been uncovered.

The following (Table A6.3) specific caveats and qualifications are required under the company's professional indemnity cover and should be taken into consideration when interpreting the findings of this report:

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A6.3 Caveats

1	Access
	<p>The asbestos survey requires access to be gained to all lofts, sub-floor areas, solums, crawl spaces, roofs etc. to allow close inspection, penetration and sampling where necessary. This quotation assumes that the client has made Ethos aware of all of such spaces and either provided access to these areas or made Ethos aware of the access which will be required. Should Ethos discover an area which has not been brought to Ethos' attention, an additional charge may require to be made to gain access.</p>
2	Work at height
	<p>Survey work at heights above 2.0m (i.e. fabric above height of 4.0m) will require provision of a safe working platform. This quotation will only include for this item if the client has made Ethos aware of access restrictions. The client should either satisfy themselves that this will not be required, ensure provision of such an item(s) where necessary, or should advise the surveyor accordingly to enable review of this proposal so that we can incorporate this item into our costings.</p>
3	Occupancy
	<p>The client is advised as to the nature of a Refurbishment/Demolition survey, specifically that it involves penetrative, intrusive investigation of surface fabric in order to access and inspect underlying surfaces of the building structure.</p> <p>This necessarily may involve significant disturbance and damage to the building fabric. It is assumed that the client is aware that normal occupancy of the building is not usually possible during a Refurbishment/Demolition asbestos survey for reasons of health & safety primarily, but also occupant convenience and nuisance.</p> <p>This proposal assumes access for the purposes of surveying can be gained during normal working hours, and the surveying exercise will not be disrupted by other contractors/building occupants. The client should satisfy themselves with this restriction, or should advise the surveyor such that we can incorporate night-time/weekend working into the costing.</p>
4	Damage and Disturbance
	<p>Refurbishment/Demolition surveys necessarily involve damage and disturbance to surface building fabric such as floors, walls, ceilings and roofs. While precautions will be taken to avoid damage to suspect asbestos-containing materials (and any such damage is the responsibility of Ethos and will be cleaned up and made safe immediately), it is stressed that for the purposes of this quotation it is assumed that clean-up and cosmetic repair/ making-good will not normally be required for any other (non-asbestos) materials disturbed, on the basis that the building (or parts of) within the survey scope will not be occupied subsequent to the site survey work.</p> <p>The client should satisfy themselves with this restriction, or should advise the surveyor to the contrary, such that we can incorporate making-good etc. of penetrations, intrusions etc. into the costing.</p> <p>It is further assumed for the purposes of this quotation that elements of the building fabric will not be penetrated where it is considered that this will impact on the weatherproof integrity of the premises (roof primarily). If the client requires the roof to be penetrated this requires to be specifically indicated in advance of the survey site work.</p>

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5	Electrical and Other Services
	<p>This quotation assumes that the survey team will not be restricted during the survey by concerns relating to live services in general, and concealed live electrical cabling in particular.</p> <p>Electrical switchgear, distribution boards, plant and fuse boxes requires to be opened up for a Refurbishment or Demolition survey. This quotation assumes, therefore, that electrical supply to all parts of the premises requiring survey will be isolated and certification (or similar) to that effect, by a competent electrical contractor will be available on-site prior to commencement of the survey. Should this not be available, all electrical equipment will not be accessed.</p> <p>Similarly, gas boilers/heaters will not necessarily be intrusively accessed unless the client has specifically requested this and indicated that the gas supply has been isolated.</p>
6	Concealed Spaces
	<p>Concealed spaces that may exist within the fabric of the premises, where the extent of these is not evident due to inaccessibility or insufficient knowledge of the structure (e.g. absence of site plans) at the time of the survey, may not be surveyed or reported on.</p> <p>In particular, Ethos Environmental Ltd is not responsible for accessing such areas if the location of any access hatch/door etc. is not reasonably visible, or has not otherwise been specifically indicated to the surveyor by the client in advance of the survey.</p> <p>The client must make Ethos aware, prior to commencement of the survey of the location of any such spaces on site.</p>
7	Lifts
	Lift shafts and plant rooms are common locations for ACMs. These areas can only be accessed for surveying purposes where their presence has been highlighted in advance by the client and where the client has arranged for a competent lift engineer to be available on-site to assist.
8	Plant and Equipment
	A full intrusive Refurbishment/Demolition investigation requires items of plant and equipment to be accessed. Intrusive inspection may affect the functioning or integrity of the plant. This requires, however, confirmation by the client on-site or in advance of the survey as to electrical, or other isolation (for surveyor safety) and redundancy of the item (due to high risk of damage). This includes for HVAC (heating, ventilation and air conditioning) plant.
9	Functional Integrity
	Sampling and/or intrusive penetrations may affect the functional integrity of the item concerned, e.g. fuses within electrical distribution switch gear, certain gaskets, fire doors, anti-vibration gaiters, lift brake shoes etc. The client should indicate items where such activities are not to be undertaken, and be advised that this exclusion may impact on the scope/extent of the Refurbishment/Demolition survey. Where these have not been identified as a specific exclusion, they will be surveyed. Ethos will not be responsible for any damage to items intended for exclusion from the survey but where not notified to Ethos in advance of the survey.
10	Insulation
	Reasonable attempts will be made to inspect pipework which is concealed by overlying non-asbestos insulation (for the presence of underlying asbestos insulation/paper/debris etc.). However this inspection is necessarily limited: the absence of underlying asbestos debris (or similar) on pipework, which is not readily visible or inspection of which would require the removal and replacement of overlying insulation materials, cannot be assumed.
11	Representative Sampling
	Samples will be taken only where deemed necessary. Where a suspected material appears to be repeatedly used within an area (e.g. insulation boards, sprayed insulation, asbestos cement products), a representative number of samples only will be collected.

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12	Fillers
	Rawl plugs and similar filler materials which may contain asbestos, the location of which is hidden by a wall coating, are extremely difficult to identify in asbestos surveys, whether management surveys or refurbishment/demolition surveys.
13	Textured coatings
	Reasonable attempts will be made to survey and sample textured coatings (e.g. Artex or similar) however the client is advised that these materials may be highly inhomogeneous and can vary significantly with regard to the asbestos presence/absence.
14	Licensable Asbestos Materials
	<p>This quotation assumes that no licensable asbestos materials are present in locations which conceal other building fabric which may require to be accessed for the purposes of this survey.</p> <p>The client should satisfy themselves (e.g. by review of existing asbestos register) that this is the case, and that they have an appropriate understanding of the location of all ACMs at the Management Survey (formerly Type 2 survey) level. If it is established during the survey, that there are licensable ACMs which require to be removed in order to complete the survey, the client will be informed and a report will be issued detailing the limitations to the report. Alternatively the client can commission the licensed removal works to enable the survey to be completed in this respect, although there may be an additional charge for returning to site.</p>
15	Underground Services and Ducts
	On occasion building and sites can have underground services which are unknown to the current occupier. Ethos will survey underfloor ducts and soliums where safe access can be provided. However, Ethos will not investigate the site to identify the presence of underground services which have not been identified by our client or their agents.

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A6.4 General Service Constraints

This report and the survey carried out in connection with the report (together the “Services”) were undertaken by Ethos Environmental Ltd for the client in accordance with the terms of a contract between Ethos Environmental Ltd and the client.

The services were performed by Ethos Environmental Ltd with the skill and care ordinarily exercised by a reasonable environmental consultant authorised under the company’s UKAS-accredited asbestos building surveying service for asbestos surveying, at the time the services were performed. Further, and in particular, the services were performed taking into account the limits of the scope of works required by the client, the timescale involved and the resources - including financial and manpower resources - agreed between Ethos Environmental Ltd and the client.

Other than that expressly detailed above, Ethos Environmental Ltd provides no other representation or warranty whether express or implied in relation to the services.

Unless otherwise agreed in advance, the services were performed by Ethos Environmental Ltd exclusively for the purposes of the client. Ethos Environmental Ltd is not aware of any interest of or any reliance by any party other than the client in or on the Services.

Unless expressly provided in writing, Ethos Environmental Ltd does not authorise, consent or condone any party other than the client relying upon the services. Should this report or any part of the report, or otherwise details of the services, or any part of the services, be made known to any such party, and such party relies thereon, that party does so wholly at its own and sole risk and Ethos Environmental Ltd disclaims any liability to such parties. Any such party would be well advised to seek independent advice from a competent UKAS-accredited asbestos consulting laboratory and/or lawyer.

It is Ethos Environmental Ltd’s understanding that this report is to be used for the purpose described in the introduction to the report. That purpose was a significant factor in determining the scope and level of the services. Should the purpose for which the report is used, or the proposed use of the site change, this report may no longer be valid, and any further use of or reliance upon the report in those circumstances by the client without Ethos Environmental Ltd’s review and advice shall be at the client’s sole and own risk.

Should Ethos Environmental Ltd be requested to review the report after the date hereof, Ethos Environmental Ltd shall be entitled to additional payment at the then existing rates or such other such terms as agreed between Ethos Environmental Ltd and the client.

Under the *Control of Asbestos Regulations 2012*, the duty-holder requires to implement an asbestos management system, one part of which is the undertaking of an asbestos building survey. HSG264 asbestos building surveys necessarily involve a significant degree of subjective assumption by the surveyor, as to:

- the likelihood of asbestos being present within an element,
- an appropriate sampling strategy/frequency;
- the representativeness of a sample obtained for a particular element
- The extent to which another element in the building can be considered to be the same as one already addressed.

The client should satisfy themselves as to the suitability of the survey report in terms of its scope, areas accessed and findings. Where the client has cause to question any aspect of the report, Ethos Environmental Ltd will not be held liable for any costs (financial or in kind, direct or indirect) incurred by the client or third parties, where:

- A. Ethos Environmental Ltd has not been given the opportunity to review the report, and offer a remedial response within a reasonable timescale subsequent to the client raising concerns; and,
- B. These costs were incurred before this response/review by Ethos Environmental Ltd.

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The passage of time may result in changes in site conditions, regulatory or other legal provisions, technology or economic conditions which could, render the report inaccurate or unreliable. The information and conclusions contained in this report should not be relied upon in the future without the written advice of Ethos Environmental Ltd. In the absence of such advice, reliance on the report in the future shall be at the client's own and sole risk. Should Ethos Environmental Ltd be requested to review the report in the future, Ethos Environmental Ltd shall be entitled to additional payment at the then existing rate or such other terms as may be agreed in advance between Ethos Environmental Ltd and the client

The observations and conclusions described in this report are based solely upon the services which were provided pursuant to the agreement between the client and Ethos Environmental Ltd. Ethos Environmental Ltd has not performed any observations, investigations, studies or testing not specifically set out or required by the contract between the client and Ethos Environmental Ltd. Ethos Environmental Ltd is not liable for the existence of any condition, the discovery of which would require performance of services not otherwise contained in the services.

For the avoidance of doubt, the scope of this survey type and the specific buildings/areas accessed should be reviewed by the client in conjunction with the specific caveats relating to normal access expectations for each survey type.

Whilst our site lead surveyor will usually indicate to the client (while on-site) what areas (which could normally be expected to be accessed) could in fact not be accessed due to physical restrictions (e.g. locked door, significant heavy plant/equipment preventing inspection), or safety concerns, unless the client can provide a site escort during the survey, Ethos Environmental Ltd cannot be held responsible for communicating this information to the client when on-site, or otherwise prior to completion of the report (when it will be reported). In these circumstances, Ethos Environmental Ltd will also not be responsible for costs associated with returning to site to survey areas which could not be accessed/safely accessed originally, where it would be reasonable to expect that the client would have ensured access/safe access and a safe working environment and/or a site contact to liaise with whilst on-site.

Ethos Environmental Ltd reserves the right to not undertake sampling in specific areas which are occupied. While the site surveyor will endeavour to inform the client (while on-site) of this, unless the client can provide a site escort at all times during the survey, Ethos Environmental Ltd cannot be held responsible for communicating this information to the client when on-site, or otherwise prior to completion of the report.

In these circumstances, Ethos Environmental Ltd will also not be responsible for returning to site to obtain samples from areas where this could not - in the opinion of the surveyor - be safely done originally, where it would be reasonable to expect that the client could have arranged to remove occupants prior to the survey or would provide a site contact to liaise with whilst on-site.

The services are based upon Ethos Environmental Ltd's observations of the building(s), and as detailed in any site plan/building diagram or other documentation provided by the client. The services are clearly limited by the accuracy of the documentation provided by the client. Ethos Environmental Ltd was not authorised and did not attempt to independently verify the accuracy or completeness of information, documentation or materials received from the client or third parties during the performance of the services.

Unless agreed in writing with the client prior to commencement of the survey, site plans, building drawings or schematics of any description will not necessarily be included in the report. Ethos Environmental Ltd retains the right to use such materials in the report in specific situations where (in the opinion of the surveyor) their inclusion will assist the client in identifying the location of an ACM. Any site drawings provided in this report are not meant to be accurate plans, but are used to assist the client in establishing the general locations of ACMs.

Unless agreed in writing with the client prior to commencement of the survey, photographs will not necessarily be included in the report. Ethos Environmental Ltd retains the right to use photographs in the report for specific situations where (in the opinion of the surveyor) their inclusion will assist with reporting to the client either the nature of the element itself (e.g. extent, condition), or its actual location

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This report provides information on all materials which have been found to - or are assumed to - contain asbestos. The report does not necessarily discuss elements of the building fabric which have been found to - or are assumed to - not contain asbestos

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