

OPAL VALE SALT VALLEY ROAD CLASS II LANDFILL

LOT 11 CHITTY ROAD, TOODYAY

ASBESTOS MANAGEMENT PLAN



Prepared for

OPAL VALE PTY LTD

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Revision: Draft
Date of Issue: 30 Apr '15

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Draft

1. Introduction

This draft Asbestos Management Plan provides an indication of the content of the final Plan, which will be finalised once the facility operating licence has been issued.

Opal Vale Pty Ltd (Opal Vale) operates the Salt Valley Road Class II Landfill facility at Lot 11 Chitty Road, Hoddy's Well, Toodyay. The landfill facility is licensed by the Department of Environment Regulation (DER) to accept asbestos for disposal via burial.

The control and handling of materials containing asbestos products is a critical management aspect on site. Opal Vale takes the responsibility associated with the appropriate control and handling of asbestos products extremely seriously.

2. Purpose

The purpose of this procedure is to:

- Provide guidance to Customers on how asbestos material including asbestos contaminated soil is to be handled and packaged prior to delivery to site.
- Provide guidance to the Facility Operators and Customers on how best to manage asbestos material on site.
- Ensure appropriate procedures are carried out when handling asbestos material.
- Ensure the appropriate burial of asbestos material within the landfill.
- Ensure the appropriate record keeping of information associated with asbestos material that has been disposed of to landfill.

3. Reference

- Salt Valley Road Class II Landfill, Landfill Management Plan Section 11.2.4 - Asbestos Waste.
- DER Disposal of Material Containing Asbestos – 12 June 2007.
- Code of Practice for the Management and Control of Asbestos in the Workplace [NOHSC: 2018 (2005)].
- WorkSafe Victoria – Asbestos-contaminated Soil Guidance Note October 2010.

4. Distribution

This Plan is distributed to:

- All employees involved in the management and operation of the landfill site.
- Department of Environment Regulation.
- Customers as applicable.
- Any other relevant parties.

5. Definitions

Asbestos Containing Material (ACM) - means any material, object, product or debris that contains asbestos, including Asbestos Waste and asbestos contaminated soil.

Asbestos Incident Report – the incident report detailing any Substandard ACM identified on site.

Asbestos Register – the register in which all disposal of ACM is recorded.

Asbestos Waste - means all removed ACM and disposable items used during asbestos work, such as plastic sheeting used to cover surfaces in the asbestos work area, disposable coveralls, disposable respirators, rags used for cleaning.

Customer - means an individual or company, responsible for, or delivering ACM to the Facility.

Dedicated Asbestos Area – The area within the landfill that is specifically dedicated to the disposal of ACM.

Disposal - the appropriate disposal/burial of ACM on site in accordance with the facility operating licence.

Facility – The Prescribed Boundary within Lot 11 Chitty Road, Hoddy's Well, Toodyay – Salt Valley Road Class II Landfill Facility.

Person in Control - means a person who has control of the Facility. The person with control is the site supervisor or, when he is not on site, his nominated representative.

Facility Operator - means a person undertaking the operational activities of the Facility.

Personal Protective Equipment (PPE) - means equipment and clothing that is used or worn by an individual person to protect themselves against, or minimise their exposure to, workplace risks. It includes items such as facemasks and respirators, coveralls, goggles, helmets, gloves and footwear.

Substandard ACM – ACM that is either delivered to site or identified on site that has not been wrapped and handled in accordance with this Plan.

6. Responsibility

The Person in Control of the Facility has a duty of care to:

- Implement, maintain and update this Asbestos Management Plan.
- Ensure adequate, appropriate training of Facility Operators.
- Ensure adequate, appropriate information is provided to Customers.
- In conjunction with the Facility Operator, assess the condition of any Substandard ACM that is found on site, the associated asbestos risks and appropriate handling procedures.
- Develop measures to control and dispose of the ACM to minimise the risks and prevent exposure to asbestos.
- Maintain a register of the disposal of ACM.
- Maintain adequate supplies of appropriate PPE on site.

Facility Operator has a duty of care to:

- Inspect incoming waste for the presence of ACM.
- Assess the condition of any ACM delivered to site.
 - Condition of wrapping.
 - Customer's unloading method.
- In conjunction with the Person in Control, assess the condition of any Substandard ACM that is found and the associated asbestos risks.
- Utilise appropriate PPE.
- Undertake the appropriate control and disposal measures following the delivery or identification of ACM.
- Complete the appropriate Asbestos Incident Report as necessary for Substandard ACM identified.

Customer:

- To be aware of site requirements with regards to the appropriate handling and disposal of ACM.
- Comply with site ACM handling procedures.

7. Awareness Training

Information and training is to be provided to Facility Operators and others who may come into contact with ACM at the Facility, either directly or indirectly.

As a minimum, training is to be provided to all new employees that have the potential to come into contact with ACM and refresher training every two years.

If adequate in-house expertise is not available to undertake the training, suitable external training will be made available.

The asbestos awareness training is to include:

- The purpose of the training.
- The health risks associated with asbestos.
- The types, uses and likely occurrence of ACM in buildings, plant and/or equipment in the workplace.
- The trainees' roles and responsibilities under the Asbestos Management Plan.
- Facility operating licence conditions surrounding the management of ACM.
- The processes and procedures to be followed following the delivery of ACM to site.
- The timetable for disposal of ACM.
- The processes and procedures to be followed to prevent exposure to ACM.
- The processes and procedures to be followed following the identification of Substandard ACM on site.
- Where the Facility's Asbestos Register of ACM is located and how Asbestos Incident Report forms can be accessed.
- The processes and procedures to be followed when completing the Asbestos Register and Asbestos Incident Report.

8. ACM Wrapping

ACM is to be wrapped in accordance with the following requirements:

- Utilise the appropriate PPE (Refer Appendix No. 2) while wrapping ACM.
- Separate the ACM from general loads.
- Double wrap and tape ACM in black plastic sheeting (minimum 200 µm thickness) to prevent asbestos fibres entering the atmosphere. In the case of asbestos contaminated soil, the material is to be damp (not saturated) and packaged in suitable sealed containers (bulka bags, sealed bags).

- Label warning of asbestos ACM – “CAUTION ASBESTOS” in letters not less than 50 mm high is to be adhered to the wrapped bundle or bag of ACM.
- Bundles and bags of ACM are to be sized to allow for the appropriate loading and unloading so as preventing damage to the plastic wrapping or sealed bag.

9. ACM Delivery to Site

Prior to the arrival of ACM on site, the Customer is to be aware of the site-specific requirements for the handling and disposal of ACM. Typically this is achieved by the Person in Control providing advanced notice to the Customer of the site-specific requirements. Should ACM be delivered to site that is not appropriately managed, it should be handled in accordance with Substandard ACM procedures.

The Customer is to comply with all applicable ACM requirements on site. Should the Customer not comply with the necessary ACM requirements, the Person in Control will either reject the ACM load and refused the Customer entry to the site or accept the ACM and utilise site staff to appropriately handle the ACM. The Customer will be charged accordingly for the site staff additional effort.

From a health point of view it is preferable that the Substandard ACM not be turned away from site as this will likely result in Substandard ACM (inappropriately wrapped or bagged) being driven along public roads.

10. ACM Accepted on Site

On arrival at the Facility the ACM load is to be inspected by the Facility Operator to ensure that the ACM has been handled in accordance with appropriate site procedures and that the Customer has the ability to unload the material in such a manner as to avoid the generation of dust and the release of asbestos fibres.

Following inspection, the load is to be directed to the Dedicated Asbestos Area for disposal.

Substandard ACM is not to be accepted and buried on site until the Customer or Facility Operators have adequately wrapped the material in accordance with this Plan. Only following this, is the material to be accepted on-site and directed to the Dedicated Asbestos Area for disposal.

Wrapping of Substandard ACM is to be carried out in accordance with the above “ACM Wrapping” procedure. The Person in Control is to ensure that there is an adequate supply of wrapping material available on site.

11. Substandard ACM

On identification of Substandard ACM on site, the following activities are to be undertaken:

- Notification of the Person in Control.
- Assess the type and condition of ACM.
- Utilise the appropriate PPE (Refer Appendix No. 2).
- Separate the ACM from general loads.
- Further inspection to confirm the quantity of ACM.
- Wrap the Substandard ACM in accordance with the above “ACM Wrapping” procedure.
- Load the wrapped or bagged ACM into an empty waste bin, truck or loader bucket:
 - Loading operation to ensure that the plastic sheet wrapping or bag is not ripped.
 - The load is not to be dropped, but placed in the bottom of the bin, truck or loader bucket.
- Immediately remove the ACM to the Dedicated Asbestos Area for burial.
- The Facility Operator is to complete an Asbestos Incident Report (refer Appendix No. 3).
- The Person in Control is to review the incident to assess the appropriateness of the existing Asbestos Management Plan.
- Should any continuous improvement activities be identified, the Person in Control is to carry out the necessary amendment to the Asbestos Management Plan.
- The Person in Control is to enter the Asbestos Incident report into the Asbestos Register.

12. ACM Burial on Site

All ACM buried on site is to be buried in the Dedicated Asbestos Area.

On delivery of the ACM to the Dedicated Asbestos Area, the ACM is to be unloaded from the delivery vehicle in such a manner as to avoid the generation of dust and the release of asbestos fibres. The material is to be unloaded in its final resting position and not pushed around the landfill into place by the landfill equipment.

The asbestos material is to be buried (completely covered with waste or cover material) as soon as possible following its arrival on site, but as a minimum, within four hours.

13. Dedicated Asbestos Area

ACM is only to be buried in the Dedicated Asbestos Area.

At all times on site there is to be a Dedicated Asbestos Area available to accept the delivery of ACM. The Dedicated Asbestos Area is to form a vertical column in the landfill in which all asbestos material is disposed. The plan dimensions of the Dedicated Asbestos Area will be a function of the quantity of ACM being received on-site.

Over the life of the landfill it will be anticipated that there will be a number of Dedicated Asbestos Areas forming numerous vertical columns within the waste mass. The Dedicated Asbestos Area is to be defined by a grid reference on the site plan, which is to form part of the Asbestos Register documentation.

It is essential that at some time in the future all of the Dedicated Asbestos Areas on site can be identified by a survey so that if there is a need to excavate into the waste mass it is possible to identify those locations where ACM has been buried.

14. ACM Record Keeping

The primary method for recording the burial of ACM on site is through the Asbestos Register. The Asbestos Register is to identify all Dedicated Asbestos Areas on site as well as incidents associated with Substandard ACM identified on-site.

The Asbestos Register documentation forms an important record of site activities associated with ACM and will be used in future to identify all areas in which ACM has been buried in case there is a need to excavate into the waste mass.

15. Plan Review

This Plan is to be reviewed by the Person in Control at least every three years or more regularly if circumstances warrant.

Appendices

Appendix No 1 – Examples of Asbestos Containing Materials

(This is not an exhaustive list)

A

Air-conditioning ducts: exterior or interior acoustic and thermal insulation
Arc shields in lift motor rooms or large electrical cabinets
Asbestos-based plastics products - as electrical insulates and acid-resistant compositions or aircraft seat
Asbestos ceiling tiles
Asbestos cement conduit
Asbestos cement electrical fuse boards
Asbestos cement external roofs and walls
Asbestos Cement in the use of form work when pouring concrete
Asbestos cement internal flues and downpipes
Asbestos cement moulded products such as gutters, ridge cappings, gas meter covers, cable troughs and covers
Asbestos cement pieces for packing spaces between floor joists and piers
Asbestos cement (underground) pits, as used for traffic control wiring, telecommunications cabling, etc
Asbestos cement render, plaster, mortar and coursework
Asbestos cement sheet
Asbestos cement sheet behind ceramic tiles
Asbestos cement sheet internal over exhaust canopies such as ovens, fume cupboards, etc.
Asbestos cement sheet internal walls and ceilings
Asbestos cement sheet underlays for vinyl
Asbestos cement storm drain pipes
Asbestos cement water pipes (usually underground)
Asbestos-containing laminates (e.g. formica) used where heat resistance is required, e.g. ships
Asbestos-containing pegboard
Asbestos felts
Asbestos marine board, e.g. marinate
Asbestos mattresses used for covering hot equipment in power stations
Asbestos paper used variously for insulation, filtering and production of fire resistant laminates
Asbestos roof tiles
Asbestos textiles
Asbestos textile gussets in air-conditioning ducting systems
Asbestos yarn
Autoclave / steriliser insulation

B

Bitumen-based water proofing such as malthoid, typically on roofs and floors but also in brickwork
Bituminous adhesives and sealants
Boiler gaskets
Boiler insulation, slabs and wet mix
Brake disc pads
Brake linings

C

Cable penetration insulation bags (typically Telecom)
Calorifier insulation
Car body filters (not common)
Caulking compounds, sealant and adhesives
Cement render
Chrysotile wicks in kerosene heaters
Clutch faces
Compressed asbestos cement panels for flooring, typically verandas, bathrooms and steps for demountable buildings
Compressed asbestos fibres (CAF) used in brakes and gaskets for plant and automobiles

D

Door seals on ovens

E

Electric heat banks - block insulation
Electric hot water services - normally not asbestos but some millboard could be present
Electric light fittings, high wattage, insulation around fitting (and bituminised)
Electrical switchboards – see Pitch-based
Exhausts on vehicles

F

Filler in acetylene gas cylinders
Filters - beverage; wine filtration
Fire blankets
Fire curtains
Fire door insulation
Fire-rated wall rendering containing asbestos with mortar
Fire-resistant plaster board, typically on ships
Fire-retardant material on steel work supporting reactors on columns in refineries in the chemical industry
Flexible hoses
Floor vinyl sheets
Floor vinyl tiles
Fuse blankets and ceramic fuses in switchboards

G

Galbestos™ roofing materials (decorative coating on metal roof for sound proofing)
Gaskets - chemicals, refineries
Gaskets - general
Gauze mats in laboratories / chemical refineries
Gloves - asbestos

H

Hairdryers - insulation around heating elements
Header (manifold) insulation

I

Insulation blocks
Insulation in electric reheat units for air-conditioner systems

L

Laboratory bench tops
Laboratory fume cupboard panels
Laboratory ovens - wall insulation
Lagged exhaust pipes on emergency power generators
Lagging in penetrations in fireproof walls
Lifts shafts - asbestos cement panels lining the shaft at the opening of each floor, and asbestos packing around penetrations
Limpet asbestos spray insulation
Locomotives - steam; lagging on boilers, steam lines, steam dome and gaskets

M

Mastics
Millboard between heating unit and wall
Millboard lining of switchboxes
Mortar

P

Packing materials for gauges, valves, etc., can be square packing, rope or loose fibre
Packing material on window anchorage points in high rise buildings
Paint, typically industrial epoxy paints
Penetrations through concrete slabs in high rise buildings
Pipe insulation including moulded sections, water-mix type, rope braid and sheet
Pitch-based (e.g. zelemite, ausbestos, lebah) electrical switchboard
Plaster and plaster cornice adhesives

R

Refractory linings
Refractory tiles
Rubber articles - extent of usage unknown

S

Sealant between floor slab and wall, usually in boiler rooms, risers or lift shafts

Sealant or mastik on windows

Sealants and mastics in airconditioning ducting joints

Spackle or plasterboard wall jointing compounds

Sprayed insulation - acoustic wall and ceiling

Sprayed insulation - beams and ceiling slabs

Sprayed insulation - fire retardant sprayed on nut internally, for bolts holding external building wall panels

Stoves - old domestic type; wall insulation

T

Tape and rope - lagging and jointing

Tapered ends of pipe lagging, where lagging is not necessarily asbestos

Tilux sheeting in place of ceramic tiles in bathrooms

Trailing cable under lift cabins

Trains - country - guards vans - millboard between heater and wall

Trains - Harris cars - sprayed asbestos between steel shell and laminex

V

Valve, pump, etc. insulation

W

Welding rods

Woven asbestos cable sheath

Appendix No 2 – Selection and Use of PPE

Personal protective equipment may need to be used, in combination with other effective control measures, when working with asbestos-containing materials. The selection and use of PPE should be based on risk assessments and determined by a competent person.

The ease of decontamination should be one of the factors considered when choosing PPE. Where possible, disposable equipment should be used. All disposable PPE should be disposed of as asbestos waste.

Footwear and gloves

Laced boots should be avoided, as they can be difficult to clean and asbestos dust can gather in the laces and eyelets. Laceless boots, such as gumboots, are preferred where practicable, and boot covers should be worn where necessary.

Safety footwear must be decontaminated before leaving the asbestos work area for any reason, or sealed in double bags for use only on the next asbestos maintenance task. Alternatively, work boots that cannot be effectively decontaminated must be disposed of as asbestos waste at the end of the job.

The use of protective gloves should be determined by a risk assessment. If significant amounts of asbestos fibres may be present, disposable gloves should be worn. Protective gloves can be unsuitable if dexterity is required. Workers must clean their hands and fingernails thoroughly after work, and any gloves used they must be disposed of as asbestos waste.

Respirators

In general, the selection of suitable respiratory protection equipment depends on the nature of the asbestos work, the probable maximum concentrations of asbestos fibres that would be encountered in this work and any personal characteristics of the wearer that may affect the facial fit of the respirator (e.g. facial hair and glasses).

A competent person should determine the most efficient respirator for the task.

Respirators should comply with AS/NZS 1716-2003 Respiratory Protective Devices and be selected, used and maintained in accordance with AS/NZS 1715-1994 Selection, Use and Maintenance of Respiratory Protective Devices. They should always be worn under fitted hoods. Facepieces should be cleaned and disinfected according to the manufacturer's instructions.

Respiratory protective equipment should be used until all contaminated disposable coveralls and clothing has been vacuum cleaned and/or removed and bagged for disposal, and personal washing has been completed. Respirators should be properly stored when not in use.

Appendix No 3 – Asbestos Incident Report

Salt Valley Road Class II Landfill Lot 11 Chitty Road, Hoddy's Well, Toodyay Class II Landfill Facility Licence Number XXX Asbestos Incident Report No.	
Date Incident Occurred:	
Type of ACM Identified:	Sheeting <input type="checkbox"/> Piping <input type="checkbox"/> Dust <input type="checkbox"/> Other <input type="checkbox"/> Specify _____
Quantity of ACM Identified:	
Description of Incident:	
Person Responsible for Coordinating Activities Name:	
Designation:	
Activities Undertaken:	
Future Preventative Measures Adopted:	
Facility Supervisor Name:	
Signature:	
Date Report Filed:	