



POLICY AMP 7 ASBESTOS MANAGEMENT POLICY

Version	Date	Comment
1	16/5/17	
1.1	16/11/18	Reviewed
1.2	6/5/19	Reviewed – no amendments
1.2	7/5/20	Reviewed – no amendments

1. AUTHORISING AUTHORITY

The Board has delegated authority to the Chief Executive Officer (CEO) for approval of all operational policies, including this policy.

The General Manager Operations is responsible for administering this policy.

2. PURPOSE / BACKGROUND

- 2.1 This policy outlines how CHC aims to protect the health and safety of tenants, staff, contractors, neighbours and others by minimising their risk of exposure to hazardous substances, such as asbestos fibres, in our properties.
- 2.2 CHC employees, tenants and contractors have a responsibility to notify and report potential hazards in CHC properties when they become aware of them so appropriate steps can be taken to resolve/rectify the issue.

3. RESPONSIBILITY

General Manager Operations

4. POLICY DETAIL

- 4.1 CHC will manage exposure to hazardous materials, such as asbestos; investigate reports of a disruption to the material and take reasonable actions to protect the health of our tenants, employees, contractors and the immediate surrounding community.

CHC will actively do this by the following actions:

- (a) Encouraging our tenants, employees and contractors to report any hazardous materials, such as materials containing asbestos that are located in our properties.
- (b) Tenants will be provided an asbestos fact sheet at the commencement of their lease to help identify any risks.
- (c) Staff report and take appropriate steps to resolve potential hazardous material risks in properties, when they become aware of them.
- (d) Investigating complaints of unsafe work practices by contractors handling hazardous materials.
- (e) Ensuring any maintenance or demolition work conducted by either CHC's Asset or Development teams that may house hazardous materials, is done safely and by appropriately qualified contractors.
- (f) Determining which properties may contain hazardous materials, especially asbestos through CHC's property review process.
- (g) Requiring contractors and members of the Assets team to be appropriately trained in Asbestos awareness and its safe removal.
- (h) Requiring contractors to use safe work methods and appropriate supervision of work to ensure that Workplace health and safety legislation is fully complied with.

- 4.2 CHC will keep an asbestos register in place on the discovery of any hazardous materials, including mitigation strategies, to tenants and adjoining neighbours. Where it is not known CHC will work to the principal that asbestos may be present in all homes over 40 years old.

5. FURTHER ACTIONS

This policy is to be read in conjunction with relevant CHC Work Instructions.

6. REVIEW

The Policy is to be reviewed annually or when deemed appropriate.