



Health and safety checklist

Class B Asbestos (non-friable) removal work

Note: non-friable means that the Asbestos Containing Material (ACM) is not in powder form, and when dry does not crumble by hand pressure

Work Health and Safety Act 2020

Work Health and Safety (General) Regulations 2022 and Work Health and Safety (Mines) Regulations 2022

This checklist is a summary of asbestos specific requirements in the WA work health and safety laws. It does not include all legislative requirements and does not address general safety requirements.

See the DMIRS [website](#) for further guidance or a copy of the legislation.

Completed by

Full name	enter full name
Company name	enter company name
Site address	enter site address
Suburb	enter suburb
Postcode	enter postcode
Date	enter date DD/MM/YYYY
Telephone	enter telephone

Check	WHS Act / Regulation	Yes	No	N/A	Notes / comments
Planning and preparation					
Is an asbestos removal licence required? <i>Note: required if more than 10 m²</i>	rr. 458, 487	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	enter notes/comments
If a licence is required, is a copy of the licence available on site?	r. 505	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	enter notes/comments
Has the regulator been notified of licensed removal work at least 5 days in advance? https://wise.commerce.wa.gov.au/wise-online/nar <i>Note: In an emergency, call 1300 307 877 to notify (during business hours) and notify online within 24 hours</i>	r. 466	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	enter notes/comments
Has the scope of work been documented with the client? <i>i.e. what is being removed, what is being left, any asbestos debris already present, access to water, what area will be restricted?</i>	Recommended	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	enter notes/comments
Have certain persons been advised of removal works? <i>Note: person with management or control of workplace, and for residential - those in immediate vicinity e.g. adjoining properties, occupier, owner.</i>	r. 467	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	enter notes/comments
Have a safe work method statement (SWMS) and an asbestos removal control plan (ARCP) been written? (after site inspection to include site specific hazards) <i>Note: It is OK to combine these into one document provided all required information is included</i>	rr. 299, 464	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	enter notes/comments
Have all workers conducting licensed asbestos removal passed the VET course? <i>Note: remove non-friable asbestos (phased in requirement – by 31/03/2023)</i>	r. 460	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	enter notes/comments
Has the nominated supervisor passed the specified VET courses? <i>Note: remove Non-Friable Asbestos and Supervise Asbestos Removal (phased in requirement – by 31/03/2023)</i>	r. 460	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	enter notes/comments
Has the asbestos register been consulted where available?	r. 463	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	enter notes/comments

Check	WHS Act / Regulation	Yes	No	N/A	Notes / comments
If there is no asbestos register, or if the asbestos register has limitations, has asbestos been identified by a competent person?	s.19, r. 451	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	enter notes/comments
Have the asbestos removal boundaries been established and barriers used where practicable?	r. 469	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	enter notes/comments
Have entry points to the asbestos work area been signposted?	r. 470	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	enter notes/comments
Have electrical and lighting installations in the asbestos removal area been disconnected, removed or de-energised by a licensed electrician?	s. 19, r. 152	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	enter notes/comments
Are hand tools either non-powered or low-powered and designed to capture or suppress dust? <i>Note: No high speed tools – grinders, sanders, saws</i>	s.19, r. 446	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	enter notes/comments
Is suitable PPE available? <i>Note: Minimum – coveralls, Class P2 respirator, safety boots, gloves where assessed as necessary?</i>	r. 44	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	enter notes/comments
Are workers who are required to wear a fitted Class P2 respirator (disposable or reusable) clean shaven?	rr. 44, 46	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	enter notes/comments
Does the asbestos vacuum cleaner comply with AS/NZS 60335.2.69 <i>Industrial vacuum cleaners</i> and have a Class H filter? <i>Note: No domestic vacuum cleaners used or brooms/brushes where it is practicable to use a HEPA vacuum</i>	s.19, r. 446	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	enter notes/comments
Has the work area been prepared by removing all items as far as practicable and covering any remaining items with heavy duty plastic sheeting?	s. 19	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	enter notes/comments
Are drop sheets used where practicable?	s. 19	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	enter notes/comments
Has an area for wrapping waste ACM been prepared and heavy duty sheeting (200µm minimum thickness) laid out or heavy duty asbestos waste bags provided?	s. 19	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	enter notes/comments

Check	WHS Act / Regulation	Yes	No	N/A	Notes / comments
For indoor work, is air conditioning turned off and openings to other parts of the building sealed?	s. 19	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	enter notes/comments
For outdoor work, are openings to buildings closed where practicable?	s. 19	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	enter notes/comments
Prior to removal, has the ACM been saturated by water containing a wetting agent (e.g. detergent), via a low pressure spray? OR has a tinted PVA coating been applied?	s. 19	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	enter notes/comments
Is run-off of the wetting agent minimised to avoid contamination issues?	s. 19	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	enter notes/comments
Has all of the equipment being used for the asbestos removal been inspected before commencing removal work?	s. 19	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	enter notes/comments
Where air monitoring has been identified as appropriate, has a competent person, independent from the removalist, been selected to conduct air monitoring?	r. 482	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	enter notes/comments
Asbestos removal					
Is the nominated supervisor on site or readily available to attend site?	r. 459	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	enter notes/comments
Has asbestos been removed before demolition of the structure, so far as practicable?	rr. 452, 453	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	enter notes/comments
Is controlled wetting of the ACM continuing during removal (for dust suppression)?	s. 19	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	enter notes/comments
<p>If a wet method of removal cannot be used (due to live electrical conductors or roof work) have the following controls been implemented or considered by a risk assessment?</p> <ul style="list-style-type: none"> • PVA coating (tinted to show coverage) prior to removal; • ACM removed in small sections with limited disturbance; • work area is enclosed and under negative pressure; • all personnel involved in the removal are using full-face positive pressure air supplied respirators; • waste material is placed immediately into wetted containers. 	s. 19	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	enter notes/comments

Check	WHS Act / Regulation	Yes	No	N/A	Notes / comments
Is removal conducted with minimal breakage of ACM?	s. 19	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	enter notes/comments
Has a waste disposal plan been developed to include safe transport to the waste disposal site and any specific requirements of the disposal facility?	s. 19	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	enter notes/comments
Has asbestos waste been wrapped/contained until it can be removed and disposed of?	r. 472	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	enter notes/comments
Are waste bags tied off securely, and waste packs fully sealed with heavy duty tape?	s. 19, r. 472	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	enter notes/comments
Are the waste packs or bags labelled with an appropriate warning? (e.g. CAUTION – ASBESTOS - MAY CAUSE CANCER)	r. 472 (Sch. 9 cl. 8)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	enter notes/comments
Are records of disposal kept?	Licence condition	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	enter notes/comments
Has a visual check been conducted prior to decontamination to ensure there is no visual evidence of dust or debris? <i>Note: check ledges, tops of duct work, crevices and cracks in the floor/wall</i>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	enter notes/comments
Decontamination					
Has the asbestos removalist provided suitable facilities for decontamination of the removal area, the equipment and the workers?	r. 471	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	enter notes/comments
Has the workplace been decontaminated using a wet method or HEPA vacuum?	r. 471	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	enter notes/comments
Have all tools used during the asbestos removal process been decontaminated? <i>Note: if tools cannot be decontaminated or are to be used for other ACM removal, they should be tagged, double bagged and correctly labelled</i>	r. 471	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	enter notes/comments
Has disposable asbestos contaminated PPE been double bagged for disposal?	r. 472	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	enter notes/comments
Has footwear worn during asbestos removal been thoroughly cleaned? <i>Note: use of an asbestos vacuum and/or wet wiped</i>	r. 472	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	enter notes/comments

Check	WHS Act / Regulation	Yes	No	N/A	Notes / comments
Has respiratory protective equipment been used until all contaminated clothing has been thoroughly vacuumed or disposed of?	s. 19	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	enter notes/comments
Has personal decontamination been conducted in the asbestos work area to avoid re-contamination? Note: minimum – wash face, arms, and hands and shower if available	s. 19, r 471	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	enter notes/comments
Soil contamination					
Has the removal area and work area been carefully visually inspected and any remnant ACM collected for disposal?	s. 19	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	enter notes/comments
Will hand (emu) picking and/or raking remove remnant ACM? <i>Note: if not, removal of the top soil may be necessary</i>	s. 19	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	enter notes/comments
Has soil been dampened down before hand picking of ACM or raking occurs?	s. 19	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	enter notes/comments
Is appropriate PPE being worn while handling waste ACM?	rr. 44, 46	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	enter notes/comments
Has the ACM and disposable PPE been double bagged and disposed of as asbestos waste?	rr. 471, 472	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	enter notes/comments
Have decontamination procedures (as above) been followed?	s. 19, r. 471	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	enter notes/comments
Clearance					
For asbestos removal at a workplace, has the person commissioning the removal provided a clearance inspection by an independent competent person?	r. 473	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	enter notes/comments
For asbestos removal at a residence, has the asbestos removalist ensured that a clearance inspection has been done by an independent competent person?	r. 473	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	enter notes/comments
Has a joint walk through the removal area with the client been conducted at the end of the job, to check both agree the area is visually clean?	Recommendation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	enter notes/comments

Check	WHS Act / Regulation	Yes	No	N/A	Notes / comments
Notes					

Other sources of information

- [WorkSafe](#)
- *Work Health and Safety Act 2020*
- Work Health and Safety (General) Regulations 2022
- Work Health and Safety (Mines) Regulations 2022
- DMIRS licensing – Asbestos licences
- [Notify the regulator of licensed asbestos removal](#)
- [Notify the regulator of a workplace injury or dangerous incident](#)

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