

## **Asbestos Procedures**

### **Asbestos Management**

WFHA is committed to completing surveys for every scheme and to that end will complete and maintain surveys for 100% of communal areas. Newly acquired stock will be surveyed as part of the acquisition.

We will complete full management surveys if required through void inspections and prior to major works.

We will inspect any suspected asbestos containing materials (ACM's) within 7 working days of the date these are reported to us.

We will commission competent persons to undertake asbestos surveys to all properties and areas within our control which may contain or be presumed to contain asbestos (with the exception of those that have been deemed to present no foreseeable risk of containing asbestos, i.e. those where construction commenced after 2000).

We will implement any necessary remedial or removal works promptly and take all necessary recommended precautions to protect tenants, staff, visitors, contractors, and the general public.

All ACMs (Asbestos Containing Materials) will be re-inspected at intervals following the risk assessment undertaken by competent persons. The aim of re-inspections is to update information on the asbestos register and ensure that encapsulated materials remain secure.

### **Information to Tenants**

We will ensure that property, location, product name, type and extent, accessibility, condition, surface treatment, material risk score and whether ACM,s are identified, strongly presumed, or presumed, is available to anyone who may come in contact with them. Wherever practicable the properties or ACMs will be labelled. We will consider and implement methods to ensure tenants and others using the premises are aware of the location of ACM's where appropriate.

When a management survey or re-inspection is carried out, the tenant is sent the areas in which any suspected ACM's may be present. If no remedials are required, the tenants is informed. (Appendix 1), if remedials are required the tenant is informed. (Appendix 2) An asbestos guidance leaflet is sent after every inspection/management survey. (Appendix 3). Remedials are then raised and sent to the contractor to be carried out.

We will ensure cooperation and coordination with contractors and tenants in order to comply with the law, best practice, and this policy.

### **Asbestos Register**

We will hold and maintain an asbestos register, ensuring it is available to all those who are likely to undertake work within our properties, or to any other interested parties,

upon reasonable request. This is updated with every management survey, re-inspection, and any refurbishment where removal is required.  
This is maintained within the WFHA Housing Management System.

We will ensure that all contractors working with ACMs on our premises are competent, have adequate information, have undertaken further investigation of the work areas where required, have undertaken suitable inspections, risk assessments and prepared and agreed an acceptable work plan. Further that they have sufficient management processes in place to ensure this work plan is followed and that all necessary notifications are made to WFHA.

### **Training**

We will ensure all relevant staff receive asbestos training as appropriate to their level of involvement with this policy.

### **Supporting Information:**

<http://www.hse.gov.uk/asbestos/essentials/>

### **Document History:**

Date of Last Review: May 2025

### **Equality Impact Statement:**

WFHA must ensure all individuals are treated fairly and in line with legislation relating to the nine protected characteristics identified in the Equality Act 2010 and with the Association's Equality policies and procedures. You must comply with the law and Association policies and procedures governing equality and diversity. The nine protected characteristics are: age; disability; gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex; and sexual orientation.