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RISK ASSESSMENT AND METHOD STATEMENT

Asbestos removal, Garage store, Canal Side Business Park, Stockport

Hollins & Reed Asbestos Services Ltd · 12 to 13 October 2026 · In charge: Dan Hollins

Job details

Company	Hollins & Reed Asbestos Services Ltd
Site and work area	Garage store, Canal Side Business Park, Stockport
Planned dates	12 to 13 October 2026
Customer	Thornley Vale Estates Ltd
In charge on site	Dan Hollins
Team	Three trained operatives: Dan Hollins leads and controls the enclosure; Priya Shah and Sam Okoro work with him.
Work	Asbestos removal
Prepared by	Dan Hollins
Signature	
Date	

Work and boundaries

Non-licensed removal. Areas: Garage store roof: about 40 square metres of cement sheets

Working arrangement

- Access: a mewp, cherry picker or scissor lift.
- Working height: garage roof eaves about 3 m, ridge about 4 m.
- Ground or floor: level, firm concrete yard.
- The work area will be kept clear of other people.

Emergency arrangements

Continuous siren; assemble at the site gate. First aider: Dan Hollins, first aid kit in the van. Ambulances come to the main entrance: Garage store, Canal Side Business Park, Stockport. Dan Hollins calls 999 and meets the ambulance. Name who works the ground controls and practise the rescue. Fibres released: follow the release step in this method.

Planned method

1 **Set up the work area**
Confirm the work area and scope before starting. Keep other people outside the active work area. Keep entrances and escape routes clear.

2 **Write the plan, and only use trained people**
Put in writing what the material is, how much there is, how long it takes and how you control the dust. Cover how tools and PPE get cleaned and where the waste goes, and keep it on site for the team to read. Everyone working on the asbestos, and their supervisor, needs training for this level of work, with records kept.

3 **Check what the material actually is**
Get the survey, the register and any lab result for the exact material you are about to disturb. Look at the condition: damaged or crumbling material changes what the job is. No information: do not start. Get a sample tested, or presume the worst type and use a licensed contractor if required.

4 **Cement sheets: the roof will not hold you**
Cement roof sheets are always fragile and will not take your weight, however solid they look. Work from a platform, staging boards or a MEWP, never off the sheets themselves. Watch for cement debris on the ground below and do not crush it.

5 **Know where non-licensed work stops**
Non-licensed work is low-exposure work, like taking cement sheets off whole or short maintenance on firmly bound material. Insulating board needs a licence unless it is in good condition, exposure stays low, all workers total no more than 2 hours in 7 days, and no one does over 1 hour. If the material starts breaking up and making dust, stop: the job has changed.

6 **Notify it if it is notifiable work**
Notifiable non-licensed work is notified to the enforcing authority online before the work begins. Workers doing NNLW need a medical examination, then one at least every 3 years. Keep a record of the work each person does and their exposure, and keep it for 40 years.

7 **Use the MEWP**
Check the MEWP and work area before use. Look up for overhead lines and check the wind limit before raising the platform. Set up on suitable ground within the machine limits. Keep the platform within the planned work zone. Lower and secure the machine after use.

8 **Shut the work area off**
Close the doors, put up warning tape and notices, and keep everyone else out. Cover nearby floors and fittings with polythene sheeting taped to non-asbestos surfaces. Keep the number of people in the area as low as the job allows.

9 **Never work on it dry**
Wet the material with a wetting agent first and keep it damp; water on its own does not wet asbestos. Spray at low pressure and let the spray fall on the material; do not jet it or make a slurry. No power tools, no sanding, no rubbing down and no sweeping brush.

10 **Overalls and a mask that fits**

Type 5 disposable overalls, one size too big, hood over the mask straps, legs worn over the boots. Boots without laces; laced boots cannot be cleaned properly. Masks must be fit tested to the wearer and fit checked every time; they do not seal on a beard or stubble.

11 **Fit test the masks and check them daily**

Arrange fit testing and training before the job; the mask must be the make and size that fits that person. Use RPE with an assigned protection factor of 20 or more: FFP3 disposable, or a P3 half mask. Fit check every time you put it on, and use a powered hood for beards, stubble or long spells of work.

12 **Only a Class H asbestos vacuum, tested**

Only a Class H vacuum to BS 8520 is any use; a domestic or HEPA household vacuum passes fibres straight through. Check the test certificate is in date; these are examined and tested at least every six months. Use it to shadow vacuum at the tool as well as to clean up afterwards.

13 **Clean yourself up every time you come out**

Clean boots and overalls with damp rags or the brush on a Class H vacuum, patting not rubbing. Peel disposable overalls off inside out and bag them, then take the mask off last. Wash every time you leave the work area, and clean the washing facilities afterwards.

14 **Take it off whole, do not break it**

Unbolt, unscrew or cut the fixings and lift items down in one piece; a bolt cutter beats breaking a sheet. Lower items on straps or by hand, never drop or throw them, and bag or wrap them straight away. Spray under tiles and sheets as they lift so any paper backing underneath is wet.

15 **Fibres released: stop and clear the area**

Stop work, warn anyone nearby and keep out everyone not needed to deal with it. Anyone without overalls and a mask leaves the area at once. Dust all over you: stay put, mask on if you can, damp wipe, take off outer clothes, then move. Bag them as asbestos waste. Find out what caused it and get control back before anyone goes back in. Tell the person in charge and get the asbestos management plan updated.

16 **Bag, label and book out the waste**

Double wrap: a red inner bag with asbestos warnings inside a clear outer bag with the label. Do not overfill bags and do not break up big pieces; double wrap them in 1000-gauge sheeting instead. Overalls, rags, sheeting and tools you cannot clean all go in as asbestos waste.

17 **Clear and hand back the area**

Remove tools, waste and unused materials. Check the area is clean and ready to use. Tell the customer or whoever runs the site when the work is complete.

Risk assessment

Hazard	Who might be harmed and how	Controls in place
People entering the work area or tripping over materials Step 1	Workers, occupants and visitors	Mark or barrier the active work area. Store tools and materials away from access routes.
Work starts with no written method, or with someone whose training does not cover this work Step 2	The team and everyone in the building	Awareness training is not enough to work on asbestos; it only teaches you to avoid it. Change the plan on site if the material is not what you were told.
Working on a material nobody has identified, and disturbing something that needs a licence Step 3	The team, other trades and people in the building	Ask the building dutyholder for the register and survey before the first day. Stop and get a sample analysed if what you find does not match the paperwork.
Falling through a fragile cement roof, and breaking the sheets into dust Step 4	The person on the roof and anyone underneath	Check nobody is working below before sheets start coming off. If sheets break up and make significant dust, stop: the job becomes notifiable, and in rare cases needs a licence.
Carrying on past the point where the work needs a licence Step 5	The team and everyone in the building	Count setting up, enclosure building and cleaning in the time, not just the stripping. Sprayed coating and loose fill always need a licence. So does removing or disturbing lagging; only a minor, short repair can be NNLW.
Notifiable work done with no notification, no medicals and no exposure record Step 6	The team, now and in forty years	Usually NNLW: badly damaged or broken-up cement sheets, steam or gel stripping beyond small areas, paper-backed tiles, short AIB removal in a refurb, short work on insulation. Not sure: settle whether it needs a licence first, then use the HSE chart to see if it is notifiable.
The MEWP overturning; contact with overhead power lines; tools or materials dropped from the platform Step 7	The operator, and anyone beside the machine, where the ground gives way or it is worked outside its limits. The operator, and anyone touching the machine, from shock or burns. Anyone passing or working underneath.	Use a trained operator and follow the machine limits. Stop when the wind reaches the machine's limit. Keep the agreed rescue arrangement available. Check for overhead lines before raising the platform and keep the agreed clearance. Barrier the area below so the public and other workers cannot walk under the platform.

Hazard	Who might be harmed and how	Controls in place
Other trades or the public walk through the work and carry fibres out on their feet Step 8	Other trades, the public and the people in the building	Agree with the site who keeps people out while you are working. Isolate any services you have to work around before you start.
Dry working, power tools or sweeping throw huge numbers of fibres into the air Step 9	The person doing the work and everyone nearby	Use a garden-type sprayer or a machine under 3.4 bar (50 psi). Where the material cannot be wetted through, shadow vacuum with a Class H vacuum.
Fibres get past a mask that does not seal, or go home on clothes and footwear Step 10	The team and their families	Use a hooded powered respirator for anyone with facial hair or for long jobs. Never take used overalls home and never dangle the mask round your neck.
A mask that leaks around the face gives no protection at all Step 11	Everyone wearing a mask	Doubling up dust masks does nothing; you need a respirator. Store the mask clean and covered, never lying about collecting dust.
A domestic vacuum blowing fibres back into the room Step 12	The person cleaning and everyone in the area	Turn back a hire vacuum with an out-of-date certificate or a damaged hose. Use a wet-and-dry Class H vacuum if you need to pick up water.
Fibres carried out of the area on boots, overalls and skin, and taken home to the family Step 13	The team, their families and other people using the facilities	Decide where people will clean up when you plan the job, not on the day. Keep other people out of the washing facilities until you have cleaned them.
Breaking, dropping or smashing the material turns a low-fibre job into a high one Step 14	The team and anyone below or downwind	Two people on anything long or heavy; do not wrestle it alone at height. Clean up as you go with damp rags and a Class H vacuum, not a brush.
An uncontrolled release carries on while people stand in it Step 15	The team, other trades and the people in the building	Never sweep up a spill; it spreads the fibres. Find a material you did not expect: stop and get it sampled before going on. Lagging, loose fill, sprayed coating or a big insulating board release: a licensed contractor cleans it up.

Hazard	Who might be harmed and how	Controls in place
Split bags or asbestos going out with the general waste Step 16	The team, waste crews and the public	Use a registered waste carrier and a licensed disposal site. Fill in a consignment note and keep the copies for three years.
Debris, tools or unfinished work left in the area Step 17	Workers, occupants and visitors	Remove waste by the agreed route. Record and protect any unfinished work.