

East Lothian Council

Asset Name: Pinkie St Peters Primary School

Asset No:

0075



Asset / Property Asbestos Management Plan



Property Address:	Pinkie St Peters Primary School, 44 Pinkie Road, Musselburgh, East Lothian EH21 7HA
Plan Issue Date:	8 th February 2024
Emergency Telephone Number (ELC Call Centre):	01875 824311 (Working Hours) 01875 612818 (Out of Hours) See Section 1.6 for Leave or Sickness Absence Day Time Contacts
Site Duty Holder:	Colette Bonnar, Head Teacher, East Lothian Council: Tel: 0131 665 2024: Email: cbonnar@pinkie-st-peters@elcschool.org.uk
Plan Author / Duty Holder:	Grant Fraser, Asbestos Manager, East Lothian Council: Mob: 07736 148929: Tel: 01620 827709 Email: gfraser@eastlothian.gov.uk

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Amendment Register

Date	Reference	Comments
27/10/22	GEN 2	All historic asbestos management records from 2002 to date are held on the ELC / CIPFA database. This includes for all previous site plans.
08/02/24	GEN 2	Update due to periodic inspection in 2023; removal task undertaken; completion of new extension and HSE audit review on the 26/02/2024.

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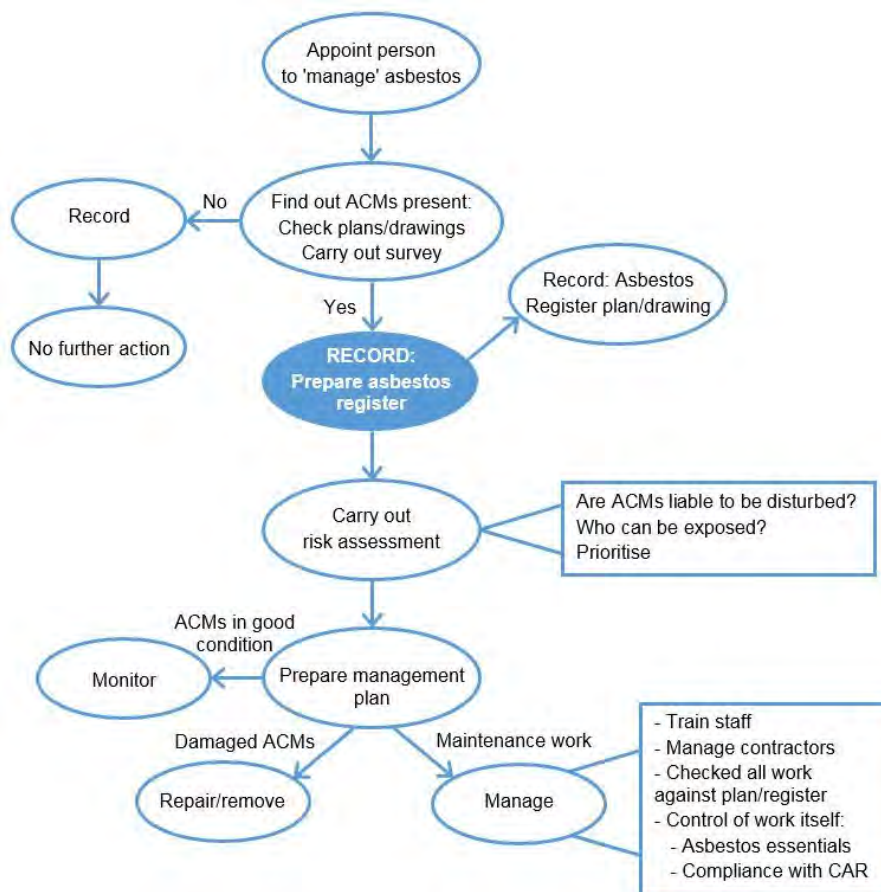
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1.0 Introduction

1.1 East Lothian Council recognises the duty imposed by Regulation 4 of the *Control of Asbestos Regulations 2012* (CAR12) to 'manage' asbestos risks as well as the remaining obligations under CAR12 to ensure works do not put any people at undue risk. In particular, the following duties set out in HSE Guidance Note *HSG264 Asbestos - The survey guide* in respect of routine management, refurbishment and demolition work of premises are recognised:

- To take reasonable steps to determine the location of materials likely to contain asbestos.
- To presume materials to contain asbestos, unless there are good reasons not to do so.
- To make and maintain a written record of the location of the ACMs and presumed ACMs.
- To assess and monitor the condition of ACMs and presumed ACMs.
- To assess the risk of exposure from ACMs and presumed ACMs and prepare a written plan of the actions and measures necessary to manage the risk (i.e., the 'management plan') and
- To take steps to see that these actions are carried out.

1.2 HSG264 sets out the following figure showing the main aspects involved in the 'Duty to Manage Asbestos':



1.3 In essence, the HSE's figure above is designed to ensure that the possible presence of asbestos, and appropriate actions, are considered at all stages of normal occupancy, repairing, refurbishing and demolishing of premises. East Lothian Council recognises and accepts this responsibility.

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1.4	<p>The term 'management plan' which is widely used in relation to asbestos (and is included in the figure above) is often confusing. In practice, this does not refer to one specific document. Rather, a collection of processes and systems must be adopted to ensure the overall 'duty to manage' is discharged. To this end, East Lothian Council has in place an Asbestos Policy and Procedures document which defines the whole range of arrangements which combine to ensure the organisation has in place a proper management 'system', including, for example:</p> <ul style="list-style-type: none">• An Asbestos Register for 'normal occupancy' purposes (which may include a plan of action for remediation work or re-inspections)• Defined procedures for maintenance, repair, refurbishment or demolition work (which will each require specific plans to be made where ACMs are identified)• Documented arrangements for the undertaking of work on buildings and, specifically, asbestos related works (again, which will require risk assessments, method statements and other 'plans' to be prepared)• Procedures for the identification of suspect materials and emergency situations
1.5	<p>The over-arching management system noted above is supplemented by this specific Asbestos Management Plan for Pinkie St Peters Primary School. This plan is designed to define the particular asbestos situation within the premises and specific arrangements for managing the associated risks.</p> <p>This Plan has 4 principal purposes:</p> <ol style="list-style-type: none">1. To summarise the known asbestos position within the premises2. To summarise the actions being taken to ensure that the risk from any asbestos at this property is adequately managed for building occupants3. To provide workers with information on asbestos containing materials (ACM's) in order that appropriate risk assessments and additional surveying may be carried out to avoid inadvertent disturbance of asbestos (Note 1).4. To identify and record the responsibilities of all legal Duty Holders with respect to this building and with reference to Regulation 4, Control of Asbestos Regulations 2021. <p><i>Note 1: It is a legal requirement for an Asbestos Refurbishment/Demolition Survey to be carried out where demolition or refurbishment work is planned. This will identify any ACM's which are not deemed a risk for normal occupancy, but which may be breached by works (e.g., asbestos behind walls, in non-accessible areas, etc.) Care must be taken to upgrade any historic 'Management' survey data to these levels prior to breaching building fabric or to carry out additional surveying where inadequate data is available for any reason (e.g., if a specific area to be worked upon has no known asbestos status).</i></p>
1.6	<p>If you require any further clarification on asbestos risk management within these premises, please contact the ELC Asbestos Manager. Contact details are shown on the front cover of this plan.</p> <p>In the event that Grant Fraser is either on leave, or unavailable please ask for one of the following Engineering Services & Building Standards Officers who are responsible for providing cover in the Asbestos Managers absence:</p> <ul style="list-style-type: none">• Neil Irvine: Team Leader: Mob: 07815 956399 / Tel: 01620 827243• Graham Brotherston, Senior Repairs Officer: Mob: 07753 865905 / Tel: 01875 618619• Paul Iannetta: Service Manager: Mob: 07780 781758 / Tel: 01620 827241

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2.0	Asbestos Risk	
2.1	It is important to differentiate between the REAL risks associated with asbestos materials and the PERCEIVED risks, as incorrect perception of risk can often result in unwarranted concern over health risks.	
2.2	The serious diseases associated with asbestos are all diseases of the deep lung. To contract these diseases, substantial quantities of asbestos have to be inhaled (note that medical/scientific data, as seen above, now exists in relation to dose-response relationships associated with asbestos exposure). The real risks associated with asbestos materials would not, therefore, simply depend upon its presence but on the airborne concentration of fibres in the atmosphere and the duration of exposure .	
2.3	Therefore, the presence of an asbestos containing material in itself does not constitute a danger. However, there is a potential risk to health if such material is disturbed and damaged. An isolated accidental exposure to asbestos fibres for a short duration is extremely unlikely to result in the development of asbestos related diseases. However, regular exposure – even at relatively low levels – can present a risk as ‘cumulative exposure’ develops over time. This plan has been designed to provide all relevant parties with suitable and sufficient asbestos information and to ensure that appropriate actions are taken to manage the asbestos risks associated with normal occupancy and works on the premises.	
3.0	Building Information	
3.1	Nature of Premises:	School / Educational Establishment
3.2	Date of Original Construction:	B01: Main Building: 1956
3.3	Listing:	This site is not listed, nor is it located within a designated “Conservation Area” either.
3.4	Materials used in Construction:	<p>B01: Main Building: The Original Building consists of a single and two-storey school building, constructed in 1956 and comprises a mixture of pitched and flat roofs and external masonry walls. Truscon concrete roof planks have been identified as part of our RAAC elimination survey during the 2023 school summer holidays.</p> <p>Later extensions to this school were added in 2005, 2014, 2017 and 2024. All new build or asbestos free building areas are highlighted on the site plans for this school.</p> <p>Please note that the new extension has yet to be added to site plans.</p>

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4.0 Last Asbestos Survey Undertaken, Asbestos Surveying & Removal Works History

4.1 The last periodic inspection on all known and suspected asbestos containing materials located within B01 / Main School Building was undertaken by **HSL Ltd on the 10th of July 2023.**

A UKAS accredited Asbestos Surveying Team from HSL Ltd will next inspect the building during the 2024 Easter break. The Surveyors will undertake intrusive checks on building areas to be worked during the 2024 summer holidays. This will be in addition to undertaking the periodic inspection on all ACMs under management at this school, and undertaking periodic reassurance air testing on the former boiler house area,

The current asbestos survey report for this building is attached to this plan as an appendix. All historic asbestos survey reports from 2003 to date are available upon request and held on the ELC / CIPFA asbestos database. Historic data sets from 2002 to date are available upon request.

All asbestos removal and air testing / analytical and demolition records from 2003 to date are also available upon request and are held on CIPFA. Please contact the Asbestos Manager via gfraser@eastlothian.gov.uk for any historic record request.

Intrusive asbestos surveying checks will be undertaken ahead of the periodic inspection where repairs or other planned works before July 2024 dictate the need for intrusive checks ahead of any such works taking place.

Asbestos warning notices have been erected in the former boiler house area.

The records for the former Clinic building, demolished in March 2020 are also available upon request or via the CIPFA asbestos module.

5.0	Asbestos Action Levels
5.1	<p>Section 6 summarises the action plan for the known ACMs within the premises.</p> <p>In determining the appropriate action level for each ACM, the risk associated with the material was assessed from and its inherent hazardous properties, its condition and vulnerability, which included an appraisal of the use and occupancy of the area in which the asbestos material is located. This resulted in the ACM being given an Action Level from A to C, with a classification of X being given where further assessment is required.</p> <p>Reference should be made to the most recent asbestos survey and CIPFA inspection point records for the detailed information on the raw combined risk scores which were utilised in these assessments.</p> <p>In addition to setting an appropriate Action Level, the organisation also made a valued judgment on the most appropriate course of action on how to best control the risk associated with each ACM and these actions are defined in Table 6.1.</p>
<p>Action Level A: Immediate Action Required = Combined Priority Risk Score > 18 <i>Action Level A asbestos materials are in a condition or location which requires urgent attention. Action Level A asbestos materials are usually not suited to any form of containment programme and should thus be removed or environmentally cleaned as soon as possible. Any disturbance of Action Level A materials is likely to expose personnel to elevated levels of airborne respirable asbestos fibres and also liable to spread the contamination through the building.</i></p>	
<p>Action Level B: Remedial Work Required = Combined Priority Risk Score 12-17 <i>Action Level B asbestos materials are in a location and/or condition which requires some remedial action. The action may be minor repairs to damaged surfaces or encapsulation of all exposed asbestos surfaces. Following completion of remedial works, the Action Level B asbestos material may be assigned an Action Level C rating.</i></p>	
<p>Action Level C: Manage and Monitor = Combined Priority Risk Score < 11 <i>Action Level C asbestos materials are in a condition and/or location which do not give rise to significant health risk. They may be left in situ provided the material remains undisturbed by normal occupancy, routine operations and by personnel carrying out their normal daily work activities. In most circumstances the ACM will require regular inspection and monitoring to ensure the risk profile does not increase.</i></p>	
<p>Action Level X: Investigate Further <i>Action Level X denotes suspected or concealed asbestos materials which would require further assessment to fully explore the risks. Once an appropriate assessment has been made, a classification of A-C would be given. Please refer to Section 6.2 of this plan for a listing of all suspected building areas under management.</i></p>	
6.0	Asbestos Action Plan
	<p>The following sub-sections summarise the known asbestos position from historic position at this school. Please refer to current asbestos survey report for more detailed information. This report is attached as an appendix to this site asbestos management plan.</p>

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6.1 Identified Asbestos Containing Materials (ACM's) & Management Action Plan

Sample No	Photo Log Ref	Room Name & Number	Floor Level	Specific Location	ACM Description	Asbestos Class	Asbestos Type	Quantity	Last Inspected	Action Level	Risk Summary	Action Plan For Asbestos Manager or Head of Establishment	Works Class	Actions taken (date/sign)
S0049	1	Circulation Area B01/FG/R001A	Ground	Below visible floor coverings on concrete floor slab	Black coloured asbestos containing floor adhesive	Bitumen	Chrysotile	42.10 SQM	10/07/23 by HSL Ltd	C	No exposure risk for normal use of the area	Inspect again before the end July 2024. Report any damage to ELC Call Centre	Any future planned removal will be NL asbestos works.	Arrange inspection before end July 2024 05/02/24 - GF
S0049	2	Reception Office B01/FG/R002	Ground	Below visible floor coverings on concrete floor slab	Black coloured asbestos containing floor adhesive	Bitumen	Chrysotile	21.90 SQM	10/07/23 by HSL Ltd	C	Negligible exposure risk for normal use of the area	Inspect again before the end July 2024. Report any damage to ELC Call Centre	Any future planned removal will be NL asbestos works.	Arrange inspection before end July 2024 05/02/24 - GF
S0049	3	Head Teachers Office B01/FG/R003	Ground	Below visible floor coverings on concrete floor slab	Black coloured asbestos containing floor adhesive	Bitumen	Chrysotile	22.90 SQM	10/07/23 by HSL Ltd	C	Negligible exposure risk for normal use of the area	Inspect again before the end July 2024. Report any damage to ELC Call Centre	Any future planned removal will be NL asbestos works.	Arrange inspection before end July 2024 05/02/24 - GF
S0049	4	Deputy Head Teachers Office B01/FG/R004	Ground	Below visible floor coverings on concrete floor slab	Black coloured asbestos containing floor adhesive	Bitumen	Chrysotile	16.00 SQM	10/07/23 by HSL Ltd	C	Negligible exposure risk for normal use of the area.	Inspect again before the end July 2024. Report any damage to ELC Call Centre	Any future planned removal will be NL asbestos works.	Arrange inspection before end July 2024 05/02/24 - GF
S0049	5	Tutorial Room B01/FG/R006	Ground	Below visible floor coverings on concrete floor slab	Black coloured asbestos containing floor adhesive	Bitumen	Chrysotile	33.20 SQM	10/07/23 by HSL Ltd	C	Negligible exposure risk for normal use of the area	Inspect again before the end July 2024. Report any damage to ELC Call Centre	Any future planned removal will be NL asbestos works.	Arrange inspection before end July 2024 05/02/24 - GF
S0048	6	Classroom B01/FG/R007	Ground	Concealed by fan convector heater case on floor	Concealed red coloured asbestos containing vinyl floor tiles.	Thermoplastic	Chrysotile	1.00 SQM	10/07/23 by HSL Ltd	C	Negligible exposure risk for normal use of the area	Inspect again before the end July 2024. Report any damage to ELC Call Centre	Future removal planned summer 2024 - NL asbestos works	Arrange inspection before end July 2024 05/02/24 - GF

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S0049	7	Classroom B01/FG/R007	Ground	Below visible floor coverings on concrete floor slab	Black coloured asbestos containing floor adhesive	Bitumen	Chrysotile	74.20 SQM	10/07/23 by HSL Ltd	C	No exposure risk for normal use of the area	Inspect again before the end July 2024. Report any damage to ELC Call Centre	Future removal planned summer 2024 - NL asbestos works	Arrange inspection before end July 2024 05/02/24 - GF
S0048	8	Classroom B01/FG/R008	Ground	Concealed by fan convector heater case on floor	Concealed red coloured asbestos containing vinyl floor tiles.	Thermoplastic	Chrysotile	1.00 SQM	10/07/23 by HSL Ltd	C	Negligible exposure risk for normal use of the area	Inspect again before the end July 2024. Report any damage to ELC Call Centre	Future removal planned summer 2024 - NL asbestos works	Arrange inspection before end July 2024 05/02/24 - GF
S0049	9	Classroom B01/FG/R008	Ground	Below visible floor coverings on concrete floor slab	Black coloured asbestos containing floor adhesive	Bitumen	Chrysotile	72.60 SQM	10/07/23 by HSL Ltd	C	Negligible exposure risk for normal use of the area	Inspect again before the end July 2024. Report any damage to ELC Call Centre	Future removal planned summer 2024 - NL asbestos works	Arrange inspection before end July 2024 05/02/24 - GF
S0055	10	Auxiliary Room B01/FG/R009	Ground	Below visible floor coverings on concrete floor slab	Black coloured asbestos containing floor adhesive	Bitumen	Chrysotile	14.70 SQM	10/07/23 by HSL Ltd	C	Negligible exposure risk for normal use of the area.	Inspect again before the end July 2024. Report any damage to ELC Call Centre	Any future planned removal will be NL asbestos works.	Arrange inspection before end July 2024 05/02/24 - GF
S0049	11	Medical Room B01/FG/R010	Ground	Below visible floor coverings on concrete floor slab	Black coloured asbestos containing floor adhesive	Bitumen	Chrysotile	10.70 SQM	10/07/23 by HSL Ltd	C	Negligible exposure risk for normal use of the area	Inspect again before the end July 2024. Report any damage to ELC Call Centre	Any future planned removal will be NL asbestos works	Arrange inspection before end July 2024 05/02/24 - GF
S0001	12	Learning Support B01/FG/R012	Ground	Below visible floor coverings on concrete floor slab	Black coloured asbestos containing floor adhesive	Bitumen	Chrysotile	17.30 SQM	10/07/23 by HSL Ltd	C	Negligible exposure risk for normal use of the area	Inspect again before the end July 2024. Report any damage to ELC Call Centre	Any future planned removal will be NL asbestos works	Arrange inspection before end July 2024 05/02/24 - GF

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Sample No	Photo Log Ref	Room Name & Plan Location	Floor Level	Specific Location	ACM Description	Asbestos Class	Asbestos Type	Quantity	Last Inspected	Action Level	Risk Summary	Action Plan For Asbestos Manager or Head of Establishment	Works Class	Actions taken (date/sign)
S0001	13	Deputy Head Teachers Office B01/FG/R018	Ground	Below visible floor coverings on concrete floor slab	Black coloured asbestos containing floor adhesive	Bitumen	Chrysotile	14.00 SQM	10/07/23 by HSL Ltd	C	Negligible exposure risk for normal use of the area.	Inspect again before the end July 2024. Report any damage to ELC Call Centre	Any future planned removal will be NL asbestos works.	Arrange inspection before end July 2024 05/02/24 - GF
S0010	14	Library B01/FG/R025	Ground	Below visible floor coverings on concrete floor slab	Black coloured asbestos containing floor adhesive	Bitumen	Chrysotile	50.90 SQM	10/07/23 by HSL Ltd	C	Negligible exposure risk for normal use of the area.	Inspect again before the end July 2024. Report any damage to ELC Call Centre	Any future planned removal will be NL asbestos works.	Arrange inspection before end July 2024 05/02/24 - GF
S0068	15	Storage B01/FG/R029	Ground	Below visible floor coverings on concrete floor slab	Black coloured asbestos containing floor adhesive	Bitumen	Chrysotile	10.00 SQM	10/07/23 by HSL Ltd	C	Negligible exposure risk for normal use of the area.	Inspect again before the end July 2024. Report any damage to ELC Call Centre	Any future planned removal will be NL asbestos works.	Arrange inspection before end July 2024 05/02/24 - GF
S0068	16	Girls Toilets B01/FG/R030	Ground	Below visible floor coverings on concrete floor slab	Black coloured asbestos containing floor adhesive	Bitumen	Chrysotile	11.90 SQM	10/07/23 by HSL Ltd	C	Negligible exposure risk for normal use of the area.	Inspect again before the end July 2024. Report any damage to ELC Call Centre	Any future planned removal will be NL asbestos works.	Arrange inspection before end July 2024 05/02/24 - GF
S0068	17	Boys Toilets B01/FG/R031	Ground	Below visible floor coverings on concrete floor slab	Black coloured asbestos containing floor adhesive	Bitumen	Chrysotile	9.70 SQM	10/07/23 by HSL Ltd	C	Negligible exposure risk for normal use of the area.	Inspect again before the end July 2024. Report any damage to ELC Call Centre	Any future planned removal will be NL asbestos works.	Arrange inspection before end July 2024 05/02/24 - GF
S0068	18	Cleaners Cupboard B01/FG/R032	Ground	Below visible floor coverings on concrete floor slab	Black coloured asbestos containing floor adhesive	Bitumen	Chrysotile	2.70 SQM	10/07/23 by HSL Ltd	C	Negligible exposure risk for normal use of the area.	Inspect again before the end July 2024. Report any damage to ELC Call Centre	Any future planned removal will be NL asbestos works.	Arrange inspection before end July 2024 05/02/24 - GF

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S0068	19	I.T Hub B01/FG/R033	Ground	Below visible floor coverings on concrete floor slab	Black coloured asbestos containing floor adhesive	Bitumen	Chrysotile	3.90 SQM	10/07/23 by HSL Ltd	C	Negligible exposure risk for normal use of the area.	Inspect again before the end July 2024. Report any damage to ELC Call Centre	Any future planned removal will be NL asbestos works.	Arrange inspection before end July 2024 05/02/24 - GF
S0068	20	Storage B01/FG/R034	Ground	Below visible floor coverings on concrete floor slab	Black coloured asbestos containing floor adhesive	Bitumen	Chrysotile	11.00 SQM	10/07/23 by HSL Ltd	C	Negligible exposure risk for normal use of the area.	Inspect again before the end July 2024. Report any damage to ELC Call Centre	Any future planned removal will be NL asbestos works.	Arrange inspection before end July 2024 05/02/24 - GF
S0068	21	Storage B01/FG/R039	Ground	Below visible floor coverings on concrete floor slab	Black coloured asbestos containing floor adhesive	Bitumen	Chrysotile	8.10 SQM	10/07/23 by HSL Ltd	C	Negligible exposure risk for normal use of the area	Inspect again before the end July 2024. Report any damage to ELC Call Centre	Any future planned removal will be NL asbestos works.	Arrange inspection before end July 2024 05/02/24 - GF
S0131	22	Storage B01/FG/R039	Ground	Wall 3	Black coloured asbestos containing skirting board	Thermo-Plastic	Chrysotile	5.00 L/M	10/07/23 by HSL Ltd	C	Negligible exposure risk for normal use of the area	Inspect again before the end July 2024. Report any damage to ELC Call Centre	Any future planned removal will be NL asbestos works.	Arrange inspection before end July 2024 05/02/24 - GF
S0068	23	Girls Toilets B01/FG/R040	Ground	Below visible floor coverings on concrete floor slab	Black coloured asbestos containing floor adhesive	Bitumen	Chrysotile	40.10 SQM	10/07/23 by HSL Ltd	C	Negligible exposure risk for normal use of the area	Inspect again before the end July 2024. Report any damage to ELC Call Centre	Any future planned removal will be NL asbestos works.	Arrange inspection before end July 2024 05/02/24 - GF
S0068	24	Storage B01/FG/R041	Ground	Below visible floor coverings on concrete floor slab	Black coloured asbestos containing floor adhesive	Bitumen	Chrysotile	7.20 SQM	10/07/23 by HSL Ltd	C	Negligible exposure risk for normal use of the area	Inspect again before the end July 2024. Report any damage to ELC Call Centre	Any future planned removal will be NL asbestos works.	Arrange inspection before end July 2024 05/02/24 - GF

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S0131	25	Storage B01/FG/R041	Ground	Walls 2 & 3	Black coloured asbestos containing skirting boards	Thermo-Plastic	Chrysotile	6.00 L/M	10/07/23 by HSL Ltd	C	Negligible exposure risk for normal use of the area.	Inspect again before the end July 2024. Report any damage to ELC Call Centre	Any future planned removal will be NL asbestos works.	Arrange inspection before end July 2024 05/02/24 - GF
S0068	26	Movement & Dance B0/FG/R042	Ground	Below visible floor coverings on concrete floor slab	Black coloured asbestos containing floor adhesive	Bitumen	Chrysotile	103.40 SQM	10/07/23 by HSL Ltd	C	Negligible exposure risk for normal use of the area.	Inspect again before the end July 2024. Report any damage to ELC Call Centre	Any future planned removal will be NL asbestos works.	Arrange inspection before end July 2024 05/02/24 - GF
S0068	27	Classroom B01/FG/R044	Ground	Below visible floor coverings on concrete floor slab	Black coloured asbestos containing floor adhesive	Bitumen	Chrysotile	50.80 SQM	10/07/23 by HSL Ltd	C	Negligible exposure risk for normal use of the area	Inspect again before the end July 2024. Report any damage to ELC Call Centre	Any future planned removal will be NL asbestos works.	Arrange inspection before end July 2024 05/02/24 - GF
S0068	28	Classroom B01/FG/R045	Ground	Below visible floor coverings on concrete floor slab	Black coloured asbestos containing floor adhesive	Bitumen	Chrysotile	50.70 SQM	10/07/23 by HSL Ltd	C	Negligible exposure risk for normal use of the area	Inspect again before the end July 2024. Report any damage to ELC Call Centre	Any future planned removal will be NL asbestos works.	Arrange inspection before end July 2024 05/02/24 - GF
S0068	29	Classroom B01/FG/R046	Ground	Below visible floor coverings on concrete floor slab	Black coloured asbestos containing floor adhesive	Bitumen	Chrysotile	51.20 SQM	10/07/23 by HSL Ltd	C	Negligible exposure risk for normal use of the area	Inspect again before the end July 2024. Report any damage to ELC Call Centre	Any future planned removal will be NL asbestos works.	Arrange inspection before end July 2024 05/02/24 - GF
S0049	30	Disabled Toilet B01/FG/R047	Ground	Below visible floor coverings on concrete floor slab	Black coloured asbestos containing floor adhesive	Bitumen	Chrysotile	7.20 SQM	10/07/23 by HSL Ltd	C	Negligible exposure risk for normal use of the area	Inspect again before the end July 2024. Report any damage to ELC Call Centre	Any future planned removal will be NL asbestos works.	Arrange inspection before end July 2024 05/02/24 - GF

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S136	31	Storage B01/FG/R058	Ground	Below visible floor coverings and screed to concrete floor slab	Black coloured asbestos containing floor adhesive	Bitumen	Chrysotile	8.10 SQM	10/07/23 by HSL Ltd	C	Negligible exposure risk for normal use of the area.	Inspect again before the end July 2024. Report any damage to ELC Call Centre	Any future planned removal will be NL asbestos works.	Arrange inspection before end July 2024 05/02/24 - GF
S135	32	Janitors Office B01/FG/R059	Ground	Below visible floor coverings and screed to concrete floor slab	Black coloured asbestos containing floor adhesive	Bitumen	Chrysotile	12.40 SQM	10/07/23 by HSL Ltd	C	Negligible exposure risk for normal use of the area.	Inspect again before the end July 2024. Report any damage to ELC Call Centre	Any future planned removal will be NL asbestos works.	Arrange inspection before end July 2024 05/02/24 - GF
S0049	33	Toilet B01/FG/R060	Ground	Below visible floor coverings and screed to concrete floor slab	Black coloured asbestos containing floor adhesive	Bitumen	Chrysotile	6.50 SQM	10/07/23 by HSL Ltd	C	Negligible exposure risk for normal use of the area	Inspect again before the end July 2024. Report any damage to ELC Call Centre	Any future planned removal will be NL asbestos works.	Arrange inspection before end July 2024 05/02/24 - GF
S0049	34	Toilet B01/FG/R061	Ground	Below visible floor coverings and screed to concrete floor slab	Black coloured asbestos containing floor adhesive	Bitumen	Chrysotile	6.50 SQM	10/07/23 by HSL Ltd	C	Negligible exposure risk for normal use of the area	Inspect again before the end July 2024. Report any damage to ELC Call Centre	Any future planned removal will be NL asbestos works.	Arrange inspection before end July 2024 05/02/24 - GF
S0049	35	Toilet B01/FG/R062	Ground	Below visible floor coverings and screed to concrete floor slab	Black coloured asbestos containing floor adhesive	Bitumen	Chrysotile	6.50 SQM	10/07/23 by HSL Ltd	C	Negligible exposure risk for normal use of the area	Inspect again before the end July 2024. Report any damage to ELC Call Centre	Any future planned removal will be NL asbestos works.	Arrange inspection before end July 2024 05/02/24 - GF
S137	36	Staff Base B01/FG/R063	Ground	Below the kitchen base units and floor screed	Black coloured asbestos containing floor adhesive	Bitumen	Chrysotile	4.00 SQM	10/07/23 by HSL Ltd	C	Negligible exposure risk for normal use of the area	Inspect again before the end July 2024. Report any damage to ELC Call Centre	Any future planned removal will be NL asbestos works.	Arrange inspection before end July 2024 05/02/24 - GF

East Lothian Council

Asset Name: Pinkie St Peters Primary School

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0075

6.1 Identified Asbestos Containing Materials (ACM's) & Management Action Plan

Sample No	Photo Log Ref	Room Name & Plan Location	Floor Level	Specific Location	ACM Description	Asbestos Class	Asbestos Type	Quantity	Last Inspected	Action Level	Risk Summary	Action Plan For Asbestos Manager or Head of Establishment	Works Class	Actions taken (date/sign)
S138	37	Staff Base B01/FG/R063	Ground	Below visible floor coverings and screed to concrete floor slab	Black coloured asbestos containing floor adhesive	Bitumen	Chrysotile	73.90 SQM	10/07/23 by HSL Ltd	C	Negligible exposure risk for normal use of the area.	Inspect again before the end July 2024. Report any damage to ELC Call Centre	Any future planned removal will be NL asbestos works.	Arrange inspection before end July 2024 05/02/24 - GF
S0049	38	Circulation Area B01/FG/R064	Ground	Below visible floor coverings and screed to concrete floor slab	Black coloured asbestos containing floor adhesive	Bitumen	Chrysotile	49.30 SQM	10/07/23 by HSL Ltd	C	Negligible exposure risk for normal use of the area.	Inspect again before the end July 2024. Report any damage to ELC Call Centre	Any future planned removal will be NL asbestos works.	Arrange inspection before end July 2024 05/02/24 - GF
S0049	39	Circulation Area B01/FG/R064 A	Ground	Below visible floor coverings and screed to concrete floor slab	Black coloured asbestos containing floor adhesive	Bitumen	Chrysotile	60.00 SQM	10/07/23 by HSL Ltd	C	Negligible exposure risk for normal use of the area	Inspect again before the end July 2024. Report any damage to ELC Call Centre	Any future planned removal will be NL asbestos works.	Arrange inspection before end July 2024 05/02/24 - GF
S0049	40	Circulation Area B01/FG/R065	Ground	Below visible floor coverings and screed to concrete floor slab	Black coloured asbestos containing floor adhesive	Bitumen	Chrysotile	40.00 SQM	10/07/23 by HSL Ltd	C	Negligible exposure risk for normal use of the area	Inspect again before the end July 2024. Report any damage to ELC Call Centre	Any future planned removal will be NL asbestos works.	Arrange inspection before end July 2024 05/02/24 - GF
S0049	41	Circulation Area B01/FG/R065 A	Ground	Below visible floor coverings and screed to concrete floor slab	Black coloured asbestos containing floor adhesive	Bitumen	Chrysotile	56.80 SQM	10/07/23 by HSL Ltd	C	Negligible exposure risk for normal use of the area	Inspect again before the end July 2024. Report any damage to ELC Call Centre	Any future planned removal will be NL asbestos works.	Arrange inspection before end July 2024 05/02/24 - GF
S0068	42	Circulation Area B01/FG/R066 B	Ground	Below visible floor coverings and screed to concrete floor slab	Black coloured asbestos containing floor adhesive	Bitumen	Chrysotile	26.10 SQM	10/07/23 by HSL Ltd	C	Negligible exposure risk for normal use of the area	Inspect again before the end July 2024. Report any damage to ELC Call Centre	Any future planned removal will be NL asbestos works.	Arrange inspection before end July 2024 05/02/24 - GF

East Lothian Council

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0075

6.1 Identified Asbestos Containing Materials (ACM's) & Management Action Plan

Sample No	Photo Log Ref	Room Name & Plan Location	Floor Level	Specific Location	ACM Description	Asbestos Class	Asbestos Type	Quantity	Last Inspected	Action Level	Risk Summary	Action Plan For Asbestos Manager or Head of Establishment	Works Class	Actions taken (date/sign)
S0068	43	Circulation Area B01/FG/R067	Ground	Below visible floor coverings and screed to concrete floor slab	Black coloured asbestos containing floor adhesive	Bitumen	Chrysotile	88.50 SQM	10/07/23 by HSL Ltd	C	Negligible exposure risk for normal use of the area.	Inspect again before the end July 2024. Report any damage to ELC Call Centre	Any future planned removal will be NL asbestos works.	Arrange inspection before end July 2024 05/02/24 - GF
S0068	44	Circulation Area B01/FG/R068	Ground	Below visible floor coverings and screed to concrete floor slab	Black coloured asbestos containing floor adhesive	Bitumen	Chrysotile	26.20 SQM	10/07/23 by HSL Ltd	C	Negligible exposure risk for normal use of the area.	Inspect again before the end July 2024. Report any damage to ELC Call Centre	Any future planned removal will be NL asbestos works.	Arrange inspection before end July 2024 05/02/24 - GF
S003	45	Classroom B01/F1/R005	First	Below visible floor coverings, asbestos floor tiles and screed to concrete floor slab	Black coloured asbestos containing floor adhesive	Bitumen	Chrysotile	51.10 SQM	10/07/23 by HSL Ltd	C	Negligible exposure risk for normal use of the area	Inspect again before the end July 2024. Report any damage to ELC Call Centre	Any future planned removal will be NL asbestos works.	Arrange inspection before end July 2024 05/02/24 - GF
S0078	46	Classroom B01/F1/R005	First	Room perimeter at FFL	Black coloured asbestos containing vinyl skirting boards	Thermoplastic	Chrysotile	28.66 L/M	10/07/23 by HSL Ltd	C	Negligible exposure risk for normal use of the area	Inspect again before the end July 2024. Report any damage to ELC Call Centre	Any future planned removal will be NL asbestos works.	Arrange inspection before end July 2024 05/02/24 - GF
S0079	47	Classroom B01/F1/R005	First	Below the visible carpet	Red coloured asbestos containing vinyl floor tiles	Thermoplastic	Chrysotile	51.10 SQM	10/07/23 by HSL Ltd	C	Negligible exposure risk for normal use of the area	Inspect again before the end July 2024. Report any damage to ELC Call Centre	Any future planned removal will be NL asbestos works.	Arrange inspection before end July 2024 05/02/24 - GF
S003	48	Classroom B01/F1/R011	First	Concealed below the visible carpet and concealed asbestos floor tiles	Black coloured asbestos containing floor adhesive	Bitumen	Chrysotile	52.30 SQM	10/07/23 by HSL Ltd	C	Negligible exposure risk for normal use of the area	Inspect again before the end July 2024. Report any damage to ELC Call Centre	Any future planned removal will be NL asbestos works.	Arrange inspection before end July 2024 05/02/24 - GF

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0075

6.1 Identified Asbestos Containing Materials (ACM's) & Management Action Plan

Sample No	Photo Log Ref	Room Name & Plan Location	Floor Level	Specific Location	ACM Description	Asbestos Class	Asbestos Type	Quantity	Last Inspected	Action Level	Risk Summary	Action Plan For Asbestos Manager or Head of Establishment	Works Class	Actions taken (date/sign)
S0079	49	Classroom B01/F1/R011	First	Below the visible carpet	Red coloured asbestos containing vinyl floor tiles	Thermoplastic	Chrysotile	52.30 SQM	10/07/23 by HSL Ltd	C	Negligible exposure risk for normal use of the area.	Inspect again before the end July 2024. Report any damage to ELC Call Centre	Any future planned removal will be NL asbestos works.	Arrange inspection before end July 2024 05/02/24 - GF
S003	50	Classroom B01/F1/R012	First	Below the visible carpet	Black coloured asbestos containing floor adhesive	Bitumen	Chrysotile	51.80 SQM	10/07/23 by HSL Ltd	C	Negligible exposure risk for normal use of the area.	Inspect again before the end July 2024. Report any damage to ELC Call Centre	Any future planned removal will be NL asbestos works.	Arrange inspection before end July 2024 05/02/24 - GF
S004	51	Classroom B01/F1/R013	First	Below the visible carpet	Black coloured asbestos containing floor adhesive	Bitumen	Chrysotile	51.10 SQM	10/07/23 by HSL Ltd	C	Negligible exposure risk for normal use of the area	Inspect again before the end July 2024. Report any damage to ELC Call Centre	Any future planned removal will be NL asbestos works.	Arrange inspection before end July 2024 05/02/24 - GF
S007	52	Circulation Area B01/FG/R022	First	Below the visible vinyl floor covering	Red coloured asbestos containing vinyl floor tile remnants	Thermoplastic	Chrysotile	9.00 SQM	10/07/23 by HSL Ltd	C	Negligible exposure risk for normal use of the area	Inspect again before the end July 2024. Report any damage to ELC Call Centre	Any future planned removal will be NL asbestos works.	Arrange inspection before end July 2024 05/02/24 - GF
S008	53	Circulation Area B01/FG/R022	First	Concealed below the shoe boxes	Black coloured asbestos containing floor adhesive	Bitumen	Chrysotile	20.00 SQM	10/07/23 by HSL Ltd	C	Negligible exposure risk for normal use of the area	Inspect again before the end July 2024. Report any damage to ELC Call Centre	Any future planned removal will be NL asbestos works.	Arrange inspection before end July 2024 05/02/24 - GF
S0078	54	Circulation Area B01/FG/R022	First	Partially concealed behind the timber shoe racks at FFL	Black coloured asbestos containing vinyl skirting boards	Thermoplastic	Chrysotile	12.00 L/M	10/07/23 by HSL Ltd	C	Negligible exposure risk for normal use of the area	Inspect again before the end July 2024. Report any damage to ELC Call Centre	Any future planned removal will be NL asbestos works.	Arrange inspection before end July 2024 05/02/24 - GF

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0075

6.1 Identified Asbestos Containing Materials (ACM's) & Management Action Plan

Sample No	Photo Log Ref	Room Name & Plan Location	Floor Level	Specific Location	ACM Description	Asbestos Class	Asbestos Type	Quantity	Last Inspected	Action Level	Risk Summary	Action Plan For Asbestos Manager or Head of Establishment	Works Class	Actions taken (date/sign)
S008	55	Circulation Area B01/FG/R0 22A	Mid Landing on Stairs	Concealed below the landing gripped vinyl flooring	Black coloured asbestos containing floor adhesive	Bitumen	Chrysotile	4.00 SQM	10/07/23 by HSL Ltd	C	Negligible exposure risk for normal use of the area.	Inspect again before the end July 2024. Report any damage to ELC Call Centre	Any future planned removal will be NL asbestos works	Arrange inspection before end July 2024 05/02/24 - GF
S007	56	Circulation Area B01/FG/R0 22B	Top and mid stair landings	Concealed below the landing gripped vinyl flooring	Red coloured asbestos containing floor tiles	Thermo-Plastic	Chrysotile	10.00 SQM	10/07/23 by HSL Ltd	C	Negligible exposure risk for normal use of the area.	Inspect again before the end July 2024. Report any damage to ELC Call Centre	Any future planned removal will be NL asbestos works	Arrange inspection before end July 2024 05/02/24 - GF
S008	57	Circulation Area B01/FG/R0 22B	First	Concealed below the landing gripped vinyl flooring	Black coloured asbestos containing floor adhesive	Bitumen	Chrysotile	10.00 SQM	10/07/23 by HSL Ltd	C	Negligible exposure risk for normal use of the area	Inspect again before the end July 2024. Report any damage to ELC Call Centre	Any future planned removal will be NL asbestos works	Arrange inspection before end July 2024 05/02/24 - GF
JP000701	58	External Elevation EXT001	External	Windows to Octagonal classrooms and adjacent areas	Mastic sealant to window frame sides	Mastic	Chrysotile	62.00 L/M	10/07/23 by HSL Ltd	C	Negligible exposure risk for normal use of the area	Inspect again before the end July 2024. Report any damage to ELC Call Centre	Future removal in summer 2024 - NL asbestos works	Arrange inspection before end July 2024 05/02/24 - GF
JP000702	59	External Elevation EXT001	External	Windows to Octagonal classrooms and adjacent areas	Mastic sealant to windows	Mastic	Chrysotile	50.00 L/M	10/07/23 by HSL Ltd	C	Negligible exposure risk for normal use of the area	Inspect again before the end July 2024. Report any damage to ELC Call Centre	Future removal in summer 2024 - NL asbestos works	Arrange inspection before end July 2024 05/02/24 - GF
IOM30A	60	Former Boiler Room B01/FB/R00 1	Basement	Wall 9	Sealed thermal insulation debris painted red	Thermal pipe insulation debris	Amosite & Chrysotile	0.50 SQM	10/07/23 by HSL Ltd	B	Negligible exposure risk for normal use of the area	Inspect again before the end July 2024. Report any damage to ELC Call Centre	. Any future planned removal will be Licensed asbestos works	Arrange inspection before end July 2024 05/02/24 - GF

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6.1 Identified Asbestos Containing Materials (ACM's) & Management Action Plan

Sample No	Photo Log Ref	Room Name & Plan Location	Floor Level	Specific Location	ACM Description	Asbestos Class	Asbestos Type	Quantity	Last Inspected	Action Level	Risk Summary	Action Plan For Asbestos Manager or Head of Establishment	Works Class	Actions taken (date/sign)
IOM30B	61	Former Boiler Room B01/FB/R001	Basement	Wall 3	Sealed thermal insulation debris painted red	Thermal pipe insulation debris	Amosite & Chrysotile	0.20 SQM	10/07/23 by HSL Ltd	B	Negligible exposure risk for normal use of the area.	Inspect again before the end July 2024. Report any damage to ELC Call Centre	Any future planned removal will be Licensed asbestos works	Arrange inspection before end July 2024 05/02/24 - GF
IOM30C	62	Former Boiler Room B01/FB/R001	Basement	Wall 4	Sealed thermal insulation debris painted red	Thermal pipe insulation debris	Amosite & Chrysotile	0.70 SQM	10/07/23 by HSL Ltd	B	Negligible exposure risk for normal use of the area.	Inspect again before the end July 2024. Report any damage to ELC Call Centre	Any future planned removal will be Licensed asbestos works	Arrange inspection before end July 2024 05/02/24 - GF
IOM30D	63	Former Boiler Room B01/FB/R001	Basement	Wall 5	Sealed thermal insulation debris painted red	Thermal pipe insulation debris	Amosite & Chrysotile	0.70 SQM	10/07/23 by HSL Ltd	B	Negligible exposure risk for normal use of the area	Inspect again before the end July 2024. Report any damage to ELC Call Centre	Any future planned removal will be Licensed asbestos works	Arrange inspection before end July 2024 05/02/24 - GF
IOM30E	64	Former Boiler Room B01/FB/R001	Basement	Wall 6	Sealed thermal insulation debris painted red	Thermal pipe insulation debris	Amosite & Chrysotile	0.60 SQM	10/07/23 by HSL Ltd	B	Negligible exposure risk for normal use of the area	Inspect again before the end July 2024. Report any damage to ELC Call Centre	Any future planned removal will be Licensed asbestos works	Arrange inspection before end July 2024 05/02/24 - GF
IOM30F	65	Former Boiler Room B01/FB/R001	Basement	Wall 6 (Low Level)	Sealed thermal insulation debris painted red	Thermal pipe insulation debris	Amosite & Chrysotile	0.10 SQM	10/07/23 by HSL Ltd	B	Negligible exposure risk for normal use of the area	Inspect again before the end July 2024. Report any damage to ELC Call Centre	Any future planned removal will be Licensed asbestos works	Arrange inspection before end July 2024 05/02/24 - GF
IOM30G	66	Former Boiler Room B01/FB/R001	Basement	Wall 7	Sealed thermal insulation debris painted red	Thermal pipe insulation debris	Amosite & Chrysotile	0.10 SQM	10/07/23 by HSL Ltd	B	Negligible exposure risk for normal use of the area	Inspect again before the end July 2024. Report any damage to ELC Call Centre	Any future planned removal will be Licensed asbestos works	Arrange inspection before end July 2024 05/02/24 - GF

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6.1 Identified Asbestos Containing Materials (ACM's) & Management Action Plan

Sample No	Photo Log Ref	Room Name & Plan Location	Floor Level	Specific Location	ACM Description	Asbestos Class	Asbestos Type	Quantity	Last Inspected	Action Level	Risk Summary	Action Plan For Asbestos Manager or Head of Establishment	Works Class	Actions taken (date/sign)
IOM30H	67	Former Boiler Room B01/FB/R001	Basement	Wall 8	Sealed thermal insulation debris painted red	Thermal pipe insulation debris	Amosite & Chrysotile	0.40 SQM	10/07/23 by HSL Ltd	B	Negligible exposure risk for normal use of the area.	Inspect again before the end July 2024. Report any damage to ELC Call Centre	Any future planned removal will be Licensed asbestos works	Arrange inspection before end July 2024 05/02/24 - GF
G13-S0001	68	Former Fuel Store B01/FB/R003	Basement	Wall 1	Sealed asbestos cement pipe stubs painted red x 2	Asbestos Cement	Chrysotile & Crocidolite	2.00 No	10/07/23 by HSL Ltd	C	Negligible exposure risk for normal use of the area.	Inspect again before the end July 2024. Report any damage to ELC Call Centre	Any future planned removal will be NL asbestos works	Arrange inspection before end July 2024 05/02/24 - GF
IOM30I	69	Former Boiler Room B01/FB/R001	Basement	Wall 1	Sealed thermal insulation debris painted red	Thermal pipe insulation debris	Amosite & Chrysotile	1.10 L/M	10/07/23 by HSL Ltd	B	Negligible exposure risk for normal use of the area	Inspect again before the end July 2024. Report any damage to ELC Call Centre	Any future planned removal will be Licensed asbestos works	Arrange inspection before end July 2024 05/02/24 - GF
IOM30J	70	Former Boiler Room B01/FB/R001	Basement	Wall 2	Sealed thermal insulation debris painted red	Thermal pipe insulation debris	Amosite & Chrysotile	0.50 SQM	10/07/23 by HSL Ltd	B	Negligible exposure risk for normal use of the area	Inspect again before the end July 2024. Report any damage to ELC Call Centre	Any future planned removal will be Licensed asbestos works	Arrange inspection before end July 2024 05/02/24 - GF
G13-S0001	71	Former Fuel Store B01/FB/R005	Basement	Wall 1	Sealed asbestos cement pipe stubs painted red x 1	Asbestos Cement	Chrysotile & Crocidolite	1.00 No	10/07/23 by HSL Ltd	C	Negligible exposure risk for normal use of the area.	Inspect again before the end July 2024. Report any damage to ELC Call Centre	Any future planned removal will be NL asbestos works	Arrange inspection before end July 2024 05/02/24 - GF

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6.2 Areas Not Accessed / Or Surveyed

The following areas were not accessed during the surveys carried out. Caution should therefore be taken prior to interacting with the building fabric associated with these building areas, or areas associated with this site.

SUS NO	Area	Description
SUS001	All fixed plaster or plasterboard ceilings	All ceiling void spaces where not accessible are considered as containing ACM's until proved otherwise.
SUS002	All areas below the original school's concrete floor slab	All areas should be considered "asbestos in soil" or as having concealed asbestos shuttering until proved otherwise.
SUS003	External / Internal	All cast iron down pipes should be deemed as have asbestos rope packing seals until proved otherwise.

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7.0 Photograph Log

The photographs contained herein correspond to the samples known to contain asbestos, which are listed in Section 6 above. The photographs of all asbestos containing materials should provide the reader a visual representation of the record above. Note that the most recent available image is included (e.g., from the last reinspection).

<p>7.1</p>  <p>Photo 1: Concealed bitumen-based flooring adhesive (Chrysotile): Sample No: S0049: Room No: B01/FG/R001A: Circulation Area</p>	<p>7.2</p>  <p>Photo 2: Concealed bitumen-based flooring adhesive (Chrysotile): Sample No: S0049: Room No: B01/FG/R002: Reception Office</p>	<p>7.3</p>  <p>Photo 3: Concealed bitumen-based flooring adhesive (Chrysotile): Sample No: S0049: Room No: B01/FG/R003: Head Teachers Office</p>
<p>7.4</p>  <p>Photo 4: Concealed bitumen-based flooring adhesive (Chrysotile): Sample No: S0049: Room No: B01/FG/R004: Deputy Head Teachers Office</p>	<p>7.5</p>  <p>Photo 5: Concealed bitumen-based flooring adhesive (Chrysotile): Sample No: S0048: Room No: B01/FG/R006: Tutorial Room</p>	<p>7.6</p>  <p>Photo 5: Concealed red floor tiles below fan convactor radiator (Chrysotile): Sample No S0048: Room No: B01/FG/R007: Classroom</p>

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7.0 Photograph Log

The photographs contained herein correspond to the samples known to contain asbestos, which are listed in Section 6 above. The photographs of all asbestos containing materials should provide the reader a visual representation of the record above. Note that the most recent available image is included (e.g., from the last inspection).

7.07



Photo 7: Concealed bitumen-based flooring adhesive (Chrysotile): Sample No: S0049: Room No: B01/FG/R007: Classroom

7.08



Photo 8: Concealed red floor tiles below fan convactor radiator (Chrysotile): Sample No S0048: Room No: B01/FG/R008: Classroom

7.09



Photo 9: Concealed bitumen-based flooring adhesive (Chrysotile): Sample No: S0049: Room No: B01/FG/R008: Classroom

7.10



Photo 9: Concealed bitumen-based flooring adhesive (Chrysotile): Sample No: S0055: Room No: B01/FG/R009: Auxiliary Room

7.11



Photo 11: Concealed bitumen-based flooring adhesive (Chrysotile): Sample No: S0049: Room No: B01/FG/R010: Medical Room

7.12

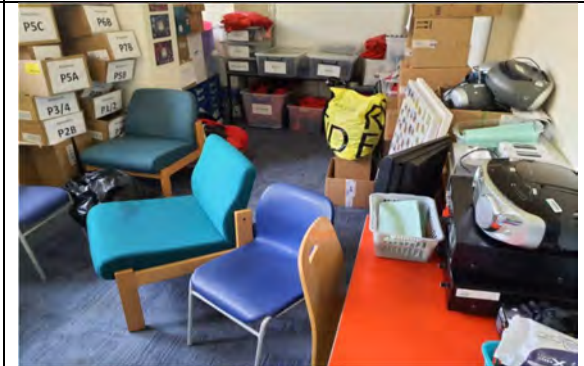


Photo 12: Concealed bitumen-based flooring adhesive (Chrysotile): Sample No: S001: Room No: B01/FG/R012: Learning Support

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0075

7.0 Photograph Log

The photographs contained herein correspond to the samples known to contain asbestos, which are listed in Section 6 above. The photographs of all asbestos containing materials should provide the reader a visual representation of the record above. Note that the most recent available image is included (e.g., from the last inspection).

7.13



Photo 13: Concealed bitumen-based flooring adhesive (Chrysotile): Sample No: S001: Room No: B01/FG/R018: Deputy Head Teachers Office

7.14



Photo 14: Concealed bitumen-based flooring adhesive (Chrysotile): Sample No: S010: Room No: B01/FG/R025: Library

7.15



Photo 15: Concealed bitumen-based flooring adhesive (Chrysotile): Sample No: S0068: Room No: B01/FG/R029: Storage

7.16

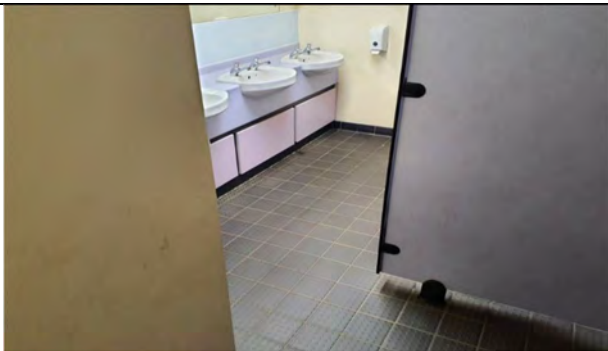


Photo 16: Concealed bitumen-based flooring adhesive (Chrysotile): Sample No: S0068: Room No: B01/FG/R030: Girls Toilets

7.17



Photo 17: Concealed bitumen-based flooring adhesive (Chrysotile): Sample No: S0068: Room No: B01/FG/R031: Boys Toilets

7.18



Photo 18: Concealed bitumen-based flooring adhesive (Chrysotile): Sample No: S0068: Room No: B01/FG/R032: Cleaners Cupboard

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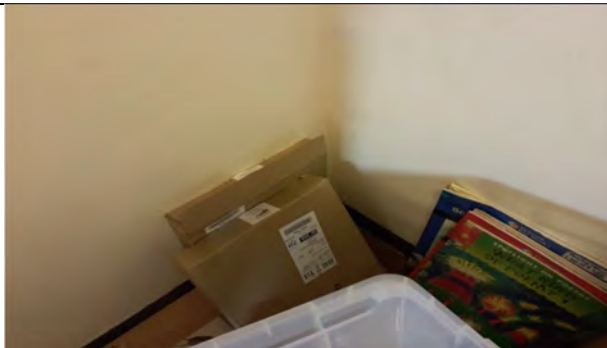


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0075

7.0 Photograph Log

The photographs contained herein correspond to the samples known to contain asbestos, which are listed in Section 6 above. The photographs of all asbestos containing materials should provide the reader a visual representation of the record above. Note that the most recent available image is included (e.g., from the last inspection).

<p>7.19</p>  <p>Photo 19: Concealed bitumen-based flooring adhesive (Chrysotile): Sample No: S0068: Room No: B01/FG/R033: IT Hub</p>	<p>7.20</p>  <p>Photo 20: Concealed bitumen-based flooring adhesive (Chrysotile): Sample No: S0068: Room No: B01/FG/R034: Storage</p>	<p>7.21</p>  <p>Photo 21: Concealed bitumen-based flooring adhesive (Chrysotile): Sample No: S0068: Room No: B01/FG/R039: Storage</p>
<p>7.22</p>  <p>Photo 22: Black coloured asbestos containing thermoplastic skirting board to Wall 3 (Chrysotile): Sample No: S0131: Room No: B01/FG/R039: Storage</p>	<p>7.23</p>  <p>Photo 23: Concealed bitumen-based flooring adhesive (Chrysotile): Sample No: S0068: Room No: B01/FG/R040: Girls Toilets</p>	<p>7.24</p>  <p>Photo 24: Concealed bitumen-based flooring adhesive (Chrysotile): Sample No: S0068: Room No: B01/FG/R041: Storage</p>

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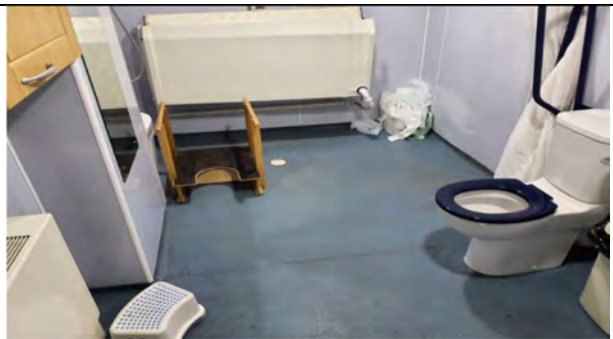
Asset Name: Pinkie St Peters Primary School

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7.0 Photograph Log

The photographs contained herein correspond to the samples known to contain asbestos, which are listed in Section 6 above. The photographs of all asbestos containing materials should provide the reader a visual representation of the record above. Note that the most recent available image is included (e.g., from the last inspection).

<p>7.25</p>  <p>Photo 25: Black coloured asbestos containing thermoplastic skirting board to Walls 2 & 3 (Chrysotile): Sample No: S0131: Room No: B01/FG/R041: Storage</p>	<p>7.26</p>  <p>Photo 26: Concealed bitumen-based flooring adhesive (Chrysotile): Sample No: S0068: Room No: B01/FG/R042: Movement & Dance</p>	<p>7.27</p>  <p>Photo 27: Concealed bitumen-based flooring adhesive (Chrysotile): Sample No: S0068: Room No: B01/FG/R044: Classroom</p>
<p>7.28</p>  <p>Photo 28: Concealed bitumen-based flooring adhesive (Chrysotile): Sample No: S0068: Room No: B01/FG/R045: Classroom</p>	<p>7.29</p>  <p>Photo 29: Concealed bitumen-based flooring adhesive (Chrysotile): Sample No: S0068: Room No: B01/FG/R046: Classroom</p>	<p>7.30</p>  <p>Photo 30: Concealed bitumen-based flooring adhesive (Chrysotile): Sample No: S0049: Room No: B01/FG/R047: Disabled Toilet</p>

East Lothian Council



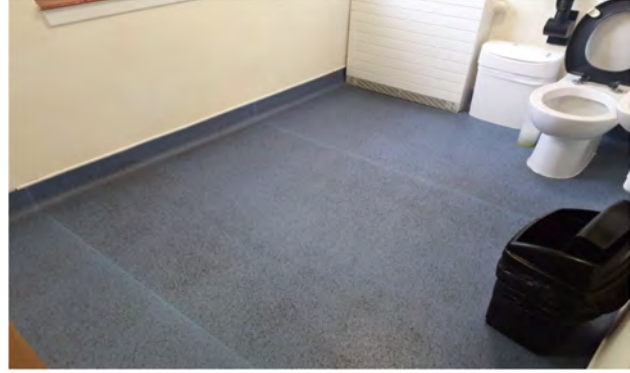



Asset Name: Pinkie St Peters Primary School

Asset No:

0075

7.0 Photograph Log

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<p>7.31</p>	 <p>Photo 31: Concealed bitumen-based flooring adhesive (Chrysotile): Sample No: S0136: Room No: B01/FG/R058: Storage</p>	<p>7.32</p>  <p>Photo 32: Concealed bitumen-based flooring adhesive (Chrysotile): Sample No: S0135: Room No: B01/FG/R059: Janitors Office</p>	<p>7.33</p>  <p>Photo 33: Concealed bitumen-based flooring adhesive (Chrysotile): Sample No: S0049: Room No: B01/FG/R060: Toilet</p>
<p>7.34</p>	 <p>Photo 34: Concealed bitumen-based flooring adhesive (Chrysotile): Sample No: S0049: Room No: B01/FG/R061: Toilet</p>	<p>7.35</p>  <p>Photo 35: Concealed bitumen-based flooring adhesive (Chrysotile): Sample No: S0049: Room No: B01/FG/R062: Toilet</p>	<p>7.36</p>  <p>Photo 36: Concealed bitumen-based flooring adhesive (Chrysotile): Sample No: S137: Room No: B01/FG/R063: Staff Base</p>

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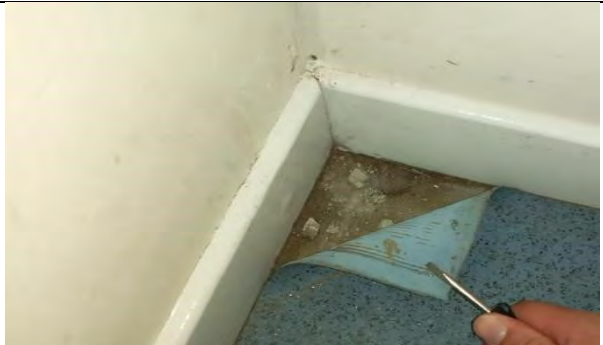


Asset Name: Pinkie St Peters Primary School

Asset No:

0075

7.0 Photograph Log

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<p>7.37</p>	 <p>Photo 37: Concealed bitumen-based flooring adhesive below the carpet (Chrysotile): Sample No: S138: Room No: B01/FG/R063: Staff Base</p>	<p>7.38</p>  <p>Photo 38: Concealed bitumen-based flooring adhesive (Chrysotile): Sample No: S0049: Room No: B01/FG/R064: Circulation Area</p>	<p>7.39</p>  <p>Photo 39: Concealed bitumen-based flooring adhesive (Chrysotile): Sample No: S0049: Room No: B01/FG/R064A: Circulation Area</p>
<p>7.40</p>	 <p>Photo 40: Concealed bitumen-based flooring adhesive (Chrysotile): Sample No: S0049: Room No: B01/FG/R065: Circulation Area</p>	<p>7.41</p>  <p>Photo 41: Concealed bitumen-based flooring adhesive (Chrysotile): Sample No: S0049: Room No: B01/FG/R065A: Circulation Area</p>	<p>7.42</p>  <p>Photo 42: Concealed bitumen-based flooring adhesive (Chrysotile): Sample No: S0068: Room No: B01/FG/R066B: Circulation Area</p>

East Lothian Council


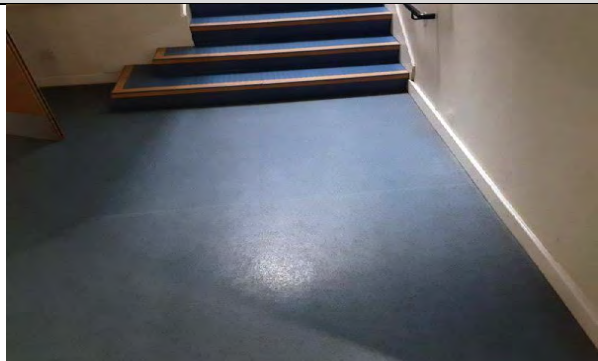




Asset Name: Pinkie St Peters Primary School

Asset No:

0075

7.0 Photograph Log

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<p>7.43</p>  <p>Photo 43: Concealed bitumen-based flooring adhesive (Chrysotile): Sample No: S0068: Room No: B01/FG/R067: Circulation Area</p>	<p>7.44</p>  <p>Photo 43: Concealed bitumen-based flooring adhesive (Chrysotile): Sample No: S0068: Room No: B01/FG/R068: Circulation Area</p>	<p>7.45</p>  <p>Photo 45: Concealed bitumen-based flooring adhesive (Chrysotile): Sample No: S003: Room No: B01/F1/R005: Classroom</p>
<p>7.46</p>  <p>Photo 46: Asbestos containing vinyl skirting boards (Chrysotile): Sample No S0078: Room No: B01/F1/R005: Classroom</p>	<p>7.47</p>  <p>Photo 47: Concealed red coloured vinyl floor tiles (Chrysotile): Sample No: S0079: Room No: B01/F1/R005: Classroom</p>	<p>7.48</p>  <p>Photo 48: Concealed bitumen-based flooring adhesive (Chrysotile): Sample No: S003: Room No: B01/F1/R011: Classroom</p>

East Lothian Council

Asset Name: Pinkie St Peters Primary School

Asset No:

0075

7.0 Photograph Log

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7.49

Photo 49: Concealed red coloured vinyl floor tiles (Chrysotile): Sample No: S0079: Room No: B01/F1/R011: Classroom



7.50

Photo 50: Concealed bitumen-based flooring adhesive (Chrysotile): Sample No: S003: Room No: B01/F1/R012: Classroom



7.51

Photo 51: Concealed bitumen-based flooring adhesive (Chrysotile): Sample No: S004: Room No: B01/F1/R013: Classroom



7.52

Photo 52: Concealed red coloured vinyl floor tiles remnants below shoe boxes (Chrysotile): Sample No: S007: Room No: B01/F1/R022: Circulation Areas



7.53

Photo 53: Concealed bitumen-based flooring adhesive (Chrysotile): Sample No: S008: Room No: B01/F1/R022: Circulation Area



7.54

Photo 54: Concealed asbestos skirting boards (Chrysotile): Sample No: S007: Room No: B01/F1/R022: Circulation Area

East Lothian Council

Asset Name: Pinkie St Peters Primary School

Asset No:

0075

7.0 Photograph Log

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Photo 55: Concealed asbestos containing floor tile adhesive (Chrysotile): Sample No: S008: Room No: B01/FG/R022A: Circulation Area / Staircase Mid Landing

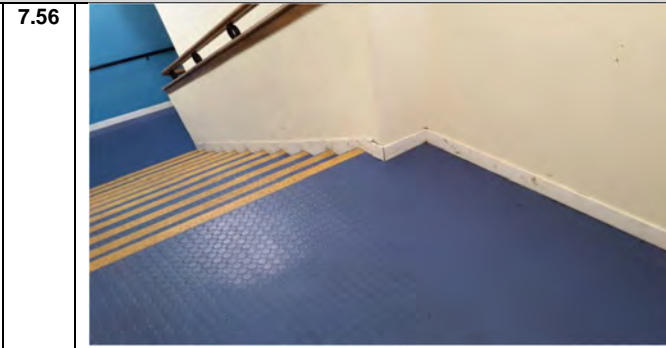


Photo 56: Concealed red coloured asbestos floor tiles (Chrysotile): Sample No: S007: Room No: B01/F1/R022B: Circulation Area / Staircase Mid & Top Landings



Photo 57: Concealed asbestos containing floor tile adhesive (Chrysotile): Sample No: S008: Room No: B01/F1/R022B: Circulation Area / Staircase Mid Landing



Photo 58: Asbestos containing mastic to windows frame sides (Chrysotile): Sample No: JP000701: External Elevation No: EXT001



Photo 59: Asbestos containing mastic to windows frame sides (Chrysotile): Sample No: JP000702: External Elevation No: EXT001



Photo 60: Sealed asbestos thermal insulation debris to Wall 9 (Amosite & Chrysotile): Sample No: IOM30A: Room No: B01/FB/R001: Former Boiler House

East Lothian Council







Asset Name: Pinkie St Peters Primary School

Asset No:

0075

7.0 Photograph Log

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<p>7.61</p>	 <p>Photo 61: Sealed asbestos thermal insulation debris to Wall 3 (Amostie & Chrysotile): Sample No: IOM30B: Room No: B01/FB/R001: Former Boiler House</p>	<p>7.62</p>	 <p>Photo 62: Sealed asbestos thermal insulation debris to Wall 4 (Amostie & Chrysotile): Sample No: IOM30C: Room No: B01/FB/R001: Former Boiler House</p>	<p>7.63</p>	 <p>Photo 63: Sealed asbestos thermal insulation debris to Wall 5 (Amostie & Chrysotile): Sample No: IOM30D: Room No: B01/FB/R001: Former Boiler House</p>
<p>7.64</p>	 <p>Photo 64: Sealed asbestos thermal insulation debris to Wall 6 (Amostie & Chrysotile): Sample No: IOM30E: Room No: B01/FB/R001: Former Boiler House</p>	<p>7.65</p>	 <p>Photo 65: Sealed asbestos thermal insulation debris to Wall 6 at low-level (Amostie & Chrysotile): Sample No: IOM30F: Room No: B01/FB/R001: Former Boiler House</p>	<p>7.66</p>	 <p>Photo 66: Sealed asbestos thermal insulation debris to Wall 7 (Amostie & Chrysotile): Sample No: IOM30G: Room No: B01/FB/R001: Former Boiler House</p>

East Lothian Council






Asset Name: Pinkie St Peters Primary School

Asset No:

0075

7.0 Photograph Log

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<p>7.67</p>	 <p>Photo 67: Sealed asbestos thermal insulation debris to Wall 8 (Amostie & Chrysotile): Sample No: IOM30H: Room No: B01/FB/R001: Former Boiler House</p>	<p>7.68</p>  <p>Photo 68: Sealed asbestos cement pipes x 2 No (Crocidolite): Sample No: S0001: Room No: B01/FB/R003: Former Fuel Store</p>	<p>7.69</p>  <p>Photo 69: Sealed asbestos thermal insulation debris to Wall 1 (Amostie & Chrysotile): Sample No: IOM30I: Room No: B01/FB/R001: Former Boiler House</p>
<p>7.70</p>	 <p>Photo 70: Sealed asbestos thermal insulation debris to Wall 2 (Amostie & Chrysotile): Sample No: IOM30J: Room No: B01/FB/R001: Former Boiler House</p>	<p>7.71</p>  <p>Photo 71: Sealed asbestos cement pipe x 1 No (Crocidolite): Sample No: S0001: Room No: B01/FB/R005: Former Fuel Store</p>	

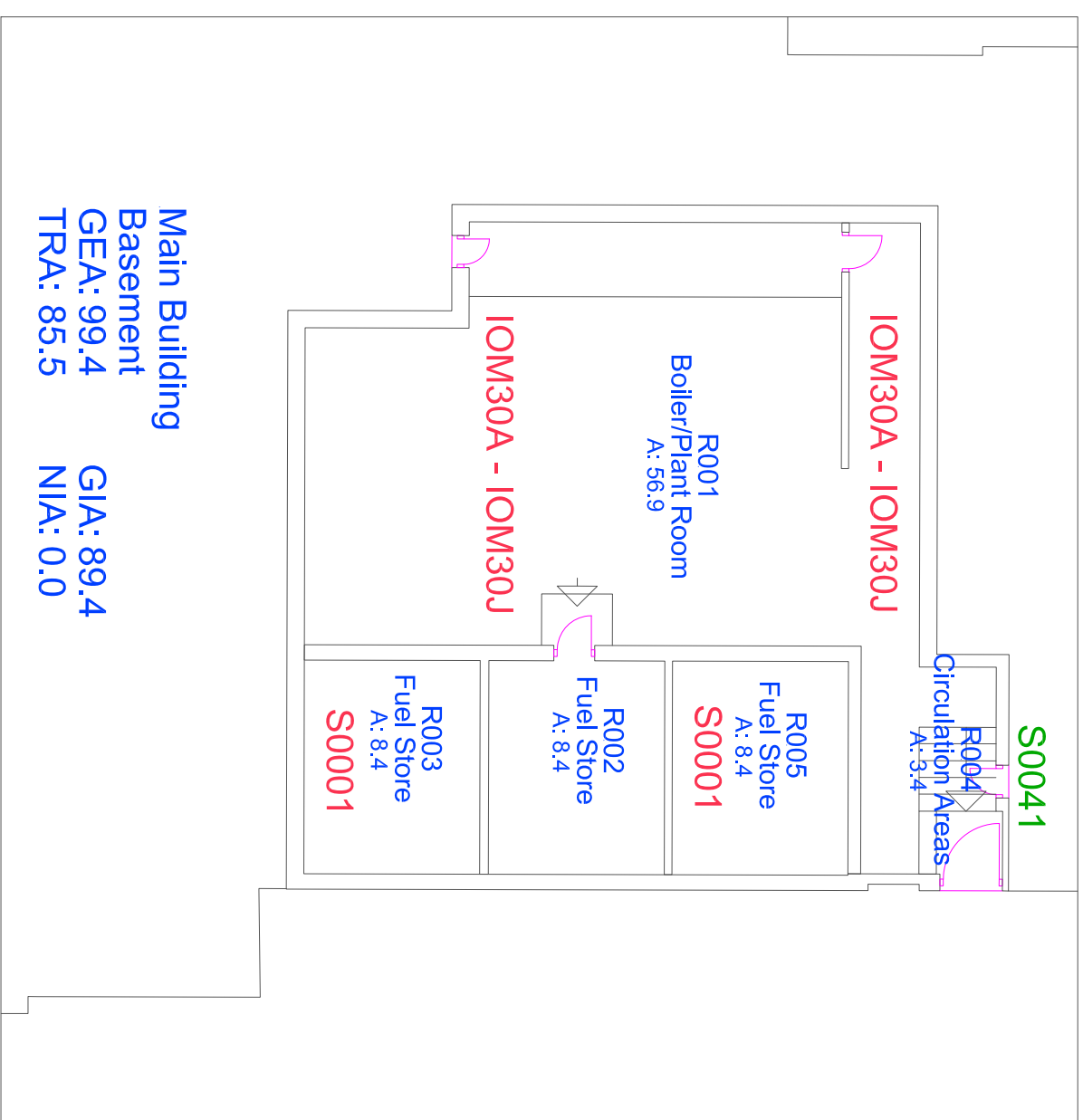
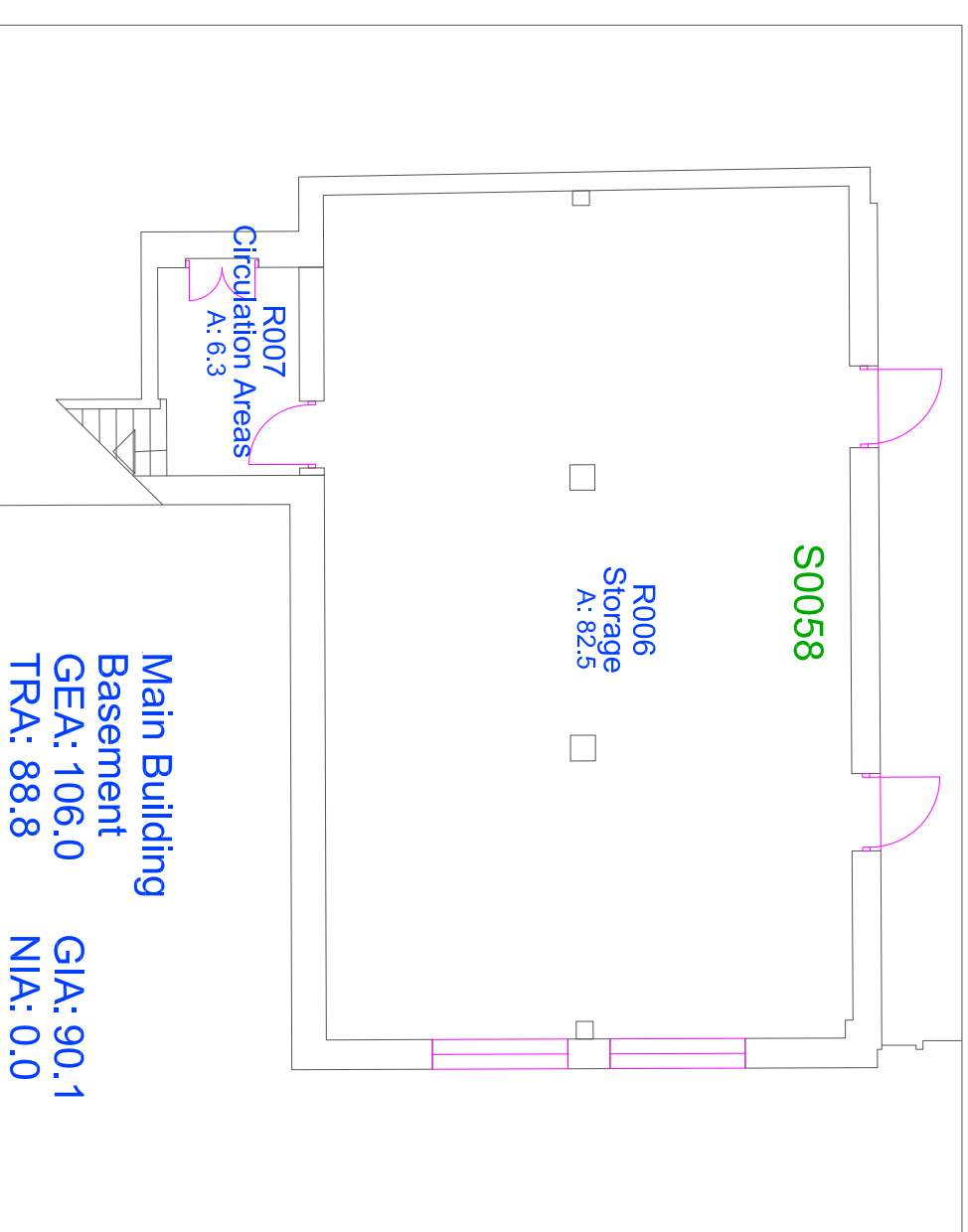
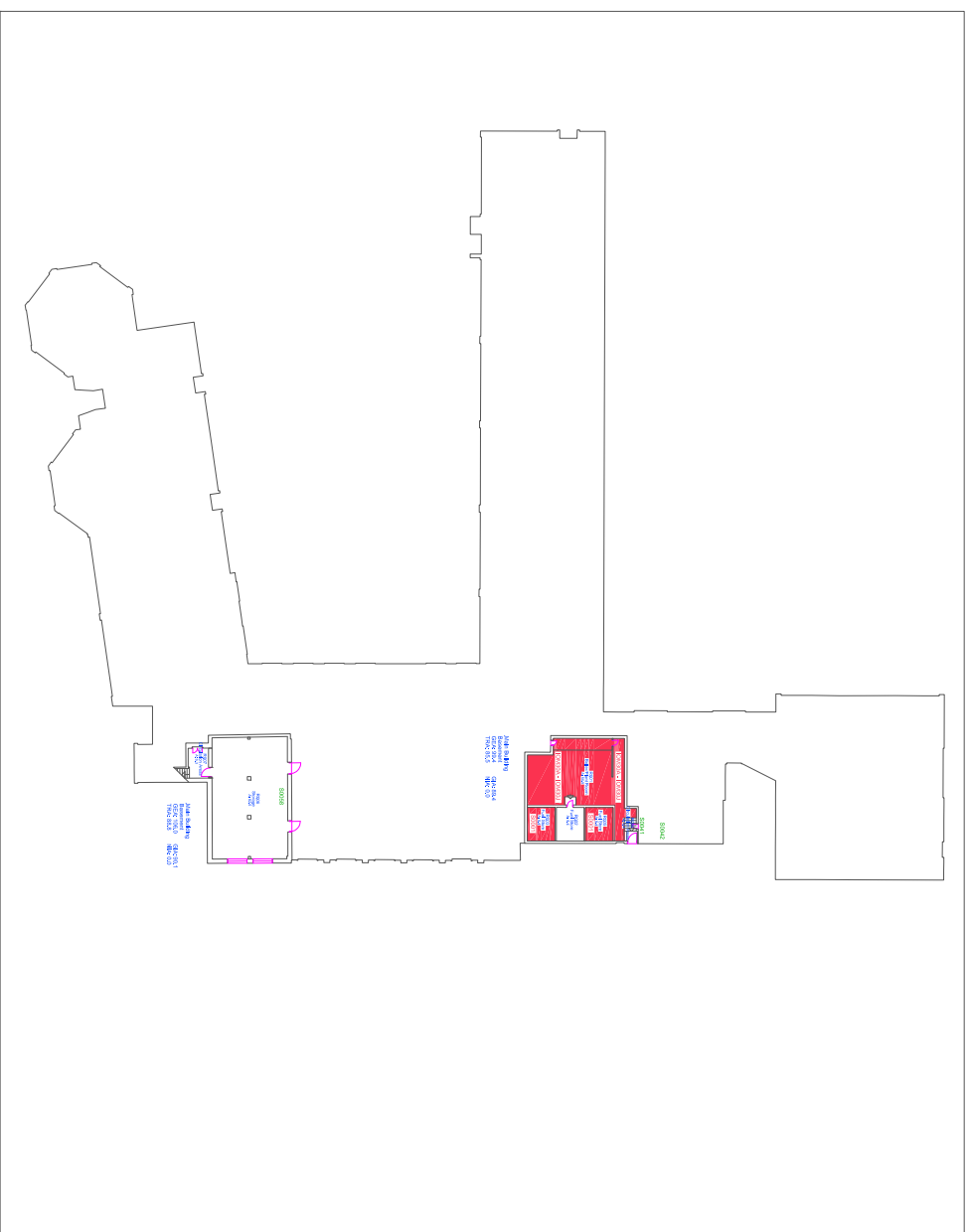
East Lothian Council

Asset Name: Pinkie St Peters Primary School

Asset No:

0075

8.0 Site Locations of All Known & Suspected Asbestos



6.2 Areas Not Accessed / Or Surveyed

The following areas were not accessed during the surveys carried out. Caution should therefore be taken prior to interacting with the building fabric associated with these building areas, or areas associated with this site.

SUS NO	Area	Description
SUS001	All fixed plaster or plasterboard ceilings	All ceiling void spaces where not accessible are considered as containing ACM's until proved otherwise.
SUS002	All areas below the original school's concrete floor slab	All areas should be considered 'asbestos in soil' or as having concealed asbestos shuffling until proved otherwise.
SUS003	External / Internal	All cast from down pipes should be deemed as have asbestos rope packing seals until proved otherwise.

Key

	Positive Asbestos Sample / Asbestos Containing Location
	Negative Asbestos Sample / Non Asbestos Material

Main Building Basement
 GEA: 99.4
 TRA: 85.5
 GIA: 89.4
 NIA: 0.0

Main Building Basement
 GEA: 106.0
 TRA: 88.8
 GIA: 90.1
 NIA: 0.0

PROJECT
 Pinkie St Peters Primary School
 44 Pinkie Rd
 Musselburgh, EH21 7HA

DRAWING
 General Layout: Basement Rooms
 Location of Asbestos Containing Materials
 & Negative Samples

East Lothian Council
 ENGINEERING SERVICES

SCALE	PROJECT NO	ASSET No.
NTS & 1:50	AA1	0075
DRAWN	CHECKED	DATE
JS	JS	02/24
DRG NO	REVISION	
0075-S1-	801-802-02	A

John Muir House, Haddington East Lothian EH41 3HA
 Telephone 01620 827827 Fax 01620 827437

6.2 Areas Not Accessed / Or Surveyed		
The following areas were not accessed during the surveys carried out. Caution should therefore be taken prior to interacting with the building fabric associated with these building areas, or areas associated with this site.		
SUS NO	Area	Description
SUS001	All food plaster or plasterboard ceilings	All ceiling void spaces where not accessible are considered as containing ACM's until proved otherwise
SUS002	All areas below the original school's concrete floor slab	All areas should be considered 'asbestos in soil' or as having concealed asbestos, shuffling until proved otherwise
SUS003	External / Internal	All cast iron down pipes should be deemed as have asbestos rope packing seals until proved otherwise



Main Building
 GIN: 3745.1
 GEN: 3826.4
 TRN: 3473.1
 NIN: 2413.9

Key

	New Build / Asbestos Free
	Positive Asbestos Sample / Asbestos Containing Location
	Negative Asbestos Sample / Non Asbestos Material

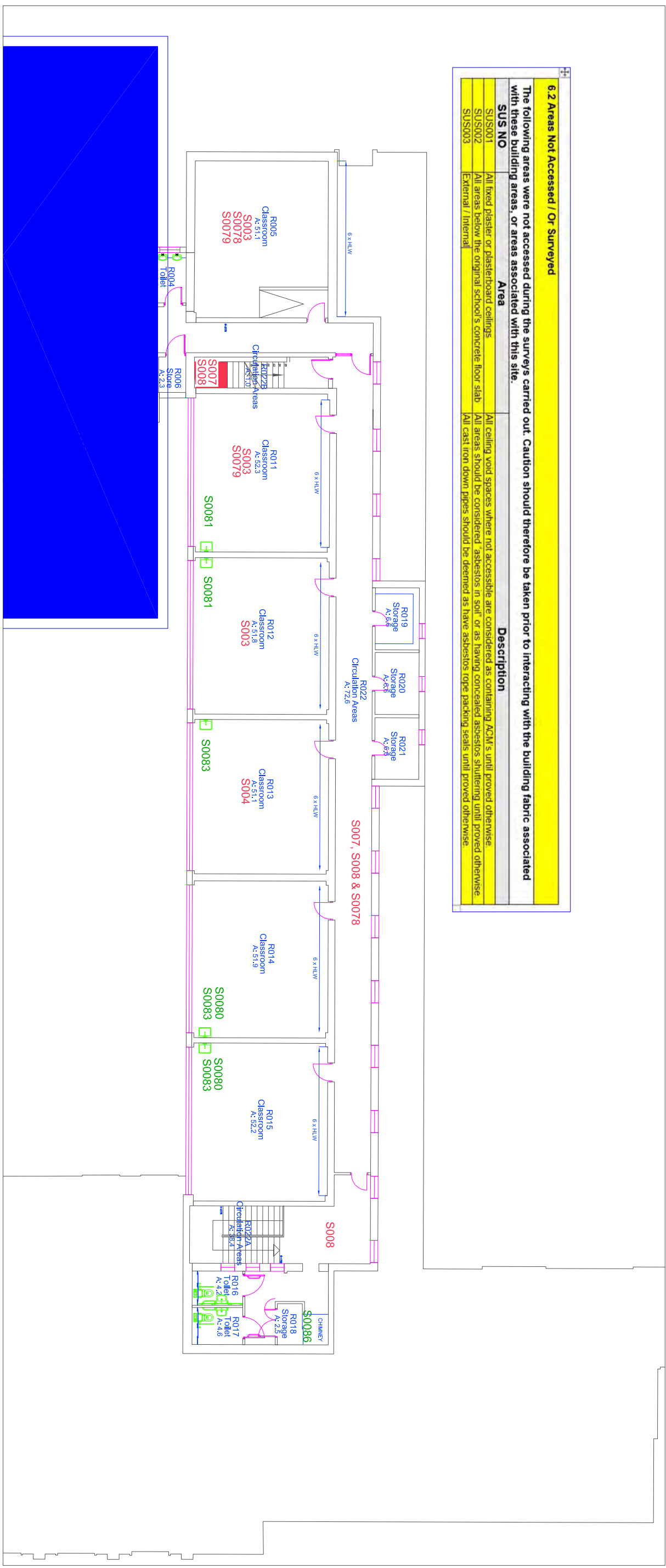
PROJECT		DRAWING	
Pinkie St Peters Primary School 44 Pinkie Rd Musselburgh, EH21 7HA		General Layout: Ground Floor	
SCALE	1:200	PROJECT NO.	0075
DRAWN	AA1	ASSET No.	0075
CHECKED	AA1	STAGE	ASSET
DATE	02/24	REVISION	A
DRG NO	0075-FG		



East Lothian Council
ENGINEERING SERVICES

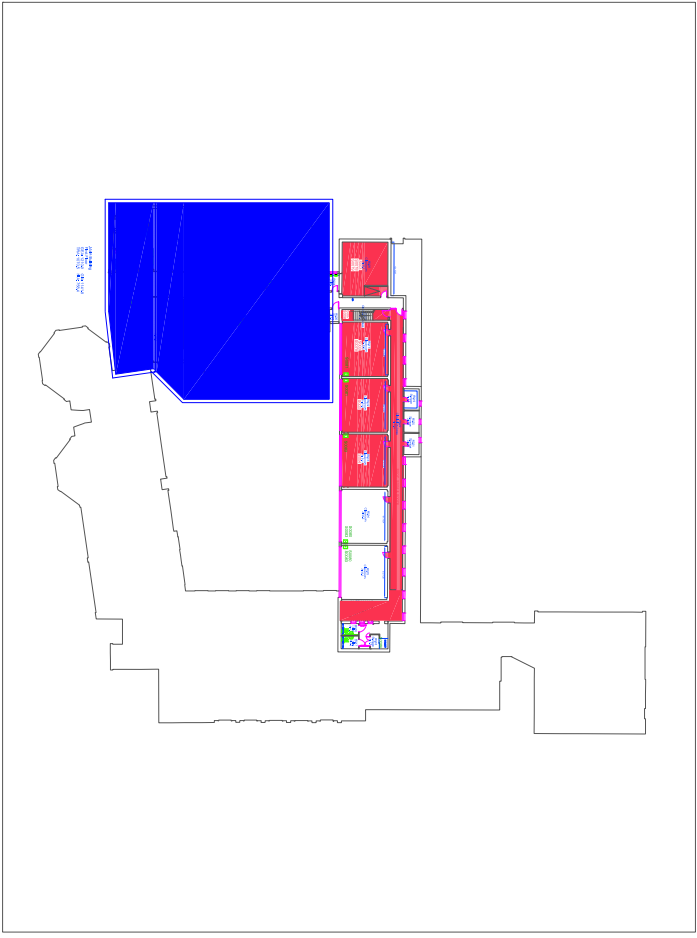
John Muir House, Haddington East Lothian EH41 3HA
 Telephone 01620 827827 Fax 01620 827437

6.2 Areas Not Accessed / Or Surveyed	
The following areas were not accessed during the surveys carried out. Caution should therefore be taken prior to interacting with the building fabric associated with these building areas, or areas associated with this site.	
SUS NO	Description
SUS001	All fixed plaster or plasterboard ceilings
SUS002	All areas below the original school's concrete floor slab
SUS003	External / Internal
	All ceiling void spaces where not accessible are considered as containing ACM's until proved otherwise.
	All areas should be considered 'asbestos in soil' or as having concealed asbestos shattering until proved otherwise.
	All cast iron down pipes should be deemed as have asbestos rope packing seals until proved otherwise.



Color	Description
Blue	New Build / Asbestos Free
Red	Positive Asbestos Sample / Asbestos Containing Location
Green	Negative Asbestos Sample / Non Asbestos Material

Key

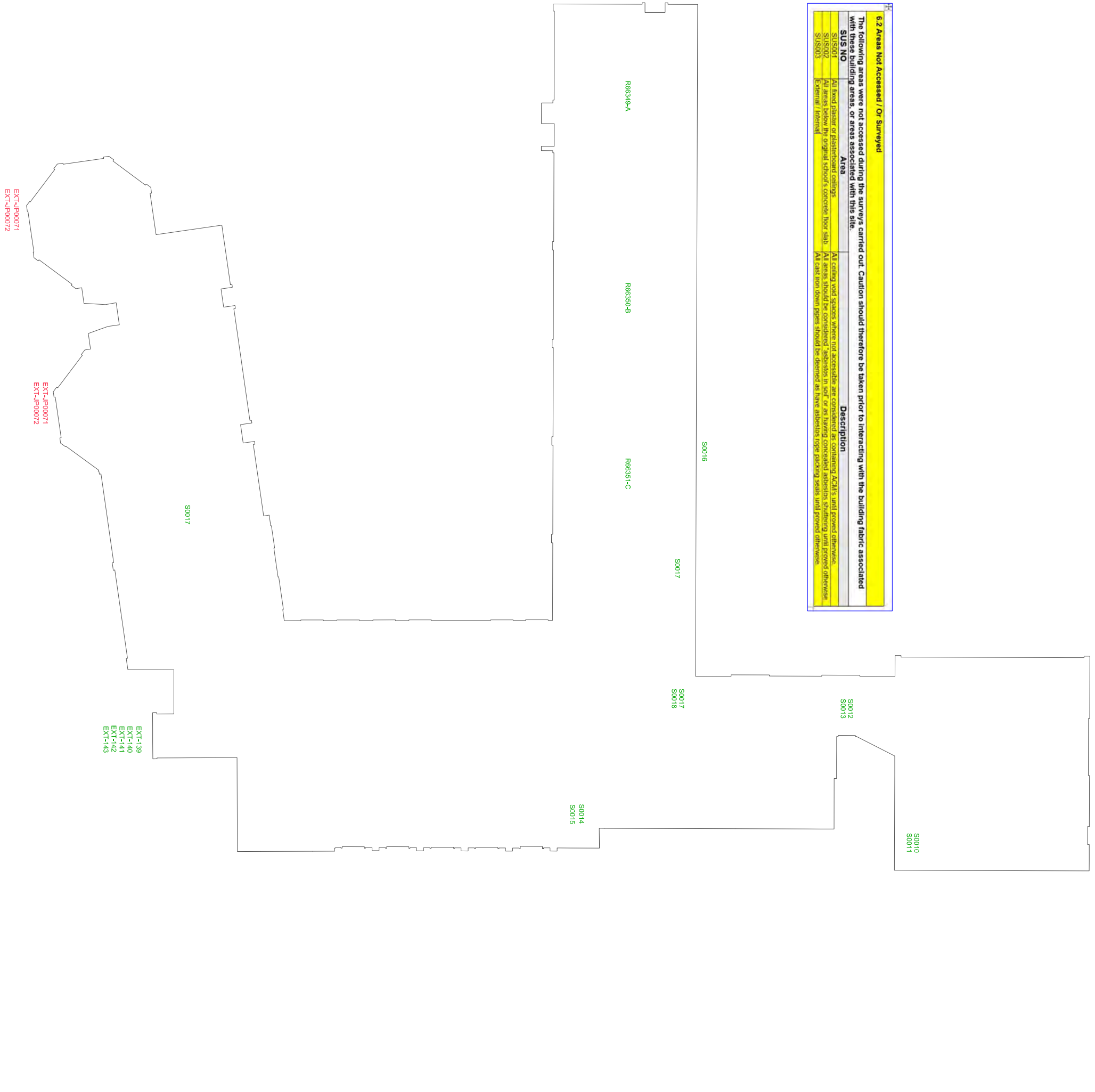


PROJECT		DRAWING	
Pinkie St Peters Primary School 44 Pinkie Rd Musselburgh, EH21 7HA		General Layout: First Floor Asbestos Containing Material Locations & Negative Inspection Points	
SCALE	PROJECT NO	ASSET No.	REVISION
1:200	0075	0075	A
DRAWN	CHECKED DATE	DRG NO	DATE
SS	02/24	0075-F1	02/24

East Lothian Council
ENGINEERING SERVICES

John Muir House, Haddington East Lothian EH41 3HA
Telephone 01620 827827 Fax 01620 827437

6.2 Areas Not Accessed / Or Surveyed		
The following areas were not accessed during the survey, carried out. Caution should therefore be taken prior to interacting with the building fabric associated with these building areas, or areas associated with this site.		
SUS NO	Area	Description
SUS001	All food plaster or plasterboard ceilings	All ceiling void spaces where not accessible are considered as containing ACM's until proved otherwise.
SUS002	All areas below the original school's concrete floor slab	All areas should be considered asbestos in soil or as having concealed asbestos shuffling until proved otherwise.
SUS003	External / Internal	All cast iron down pipes should be deemed as have asbestos rope packing seals until proved otherwise.



Key	
	Positive Asbestos Sample / Asbestos Containing Location
	Negative Asbestos Sample / Non Asbestos Material

PROJECT		DRAWING	
Pinkie St Peters Primary School 44 Pinkie Rd Musselburgh, EH21 7HA		Roof Plan Location of Asbestos Containing Materials & Negative Samples	
SCALE	PROJECT NO	ASSET No.	
NTS	0075	0075	
DRAWN	DRG NO	DATE	REVISION
1:1	0075-S1- B01-B02-01	02/24	A

East Lothian Council
ENGINEERING SERVICES

John Muir House, Haddington East Lothian EH41 3JA
Telephone 01620 827827 Fax 01620 827437

East Lothian Council

Asset Name: Pinkie St Peters Primary School

Asset No:

0075

9.0	Works Procedures
9.1	<p>All works to be carried out on the fabric of the premises will be subject to scrutiny by East Lothian Council and managed in accordance with all applicable risk and safety legislation. This will include but will not be limited to the following:</p> <ul style="list-style-type: none"> • Health and Safety at Work Act etc. 1974 • Management of Health and Safety at Work Regulations 1999 • Control of Asbestos Regulations 2012 – HSE Document L143 Regulations, Approved Code of Practice and Guidance • HSE Guidance INDG 223 A Short Guide to Managing Asbestos in Premises • HSE Guidance HSG264 Asbestos: A survey guide • HSE Guidance HSG227 Managing Asbestos in Premises • The Construction, Design and Management Regulations 2015
9.2	<p>All proposed works will include prior scrutiny of this plan and any associated asbestos surveys to determine whether ACM's may be encountered. This will determine the appropriate course of action which may include the commissioning of asbestos major works (licensable) or minor works (NLW or NNLW) or the incorporation of asbestos risk considerations with respect to all non-asbestos works.</p>
9.3	<p>All proposed works will require provision of a full risk assessment and method statement (RAMS) which will be appraised by the ELC Asbestos Manager. In the case of 'asbestos works', compliance with the ELC asbestos policy and procedures will be expected and demonstrable competence required throughout the project from scoping through to completion.</p>
10.0	Building User & Contractor Prohibitions
10.1	<p>The Action Plan shown in section 6 demonstrates that no significant risks exist to residents from normal occupancy of the premises. However, attention is drawn to the 'prohibitions' required to prevent exposure at this school, including for:</p> <ol style="list-style-type: none"> 1. A prohibition on working on any of the positively identified asbestos containing materials documented within this plan. 2. A prohibition on working on the suspected building area or suspected building components documented within this site asbestos management plan. 3. A prohibition on digging or excavating any part of the site below the footprint of the original structure. 4. A prohibition on the opening up, any fixed plasterboard ceilings not opened up and inspected to date. 5. ELC Repairs, Compliance or any other Instructing Officer will not instruct any intrusive works without consulting the content of this site asbestos management plan in the first instance and in accordance with Engineering Services & Building Standards departmental asbestos procedures. <p>The prohibitions outlined above will be upgraded upon receipt of further information. This information will be obtained via future asbestos surveys on this building.</p>
10.2	<p>If any ELC employee, building user or visitor has any asbestos concerns they should contact the named "Duty Holders" via the contact details published on the front cover of this plan in the first instance.</p>

East Lothian Council

Asset Name: Pinkie St Peters Primary School

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0075

11.0 Named Duty Holder Responsibilities (Regulation 4, Control of Asbestos Regulations 2012)

Duty Holder Post: Asbestos Manager (Operational Asset Management Team)

The above post holder has the following responsibilities and duties with respect to Regulation 4 and this site asbestos management plan:

- This Duty Holder will be responsible for the periodic inspection of all asbestos containing material and suspected asbestos containing materials or inspection points under management at this school.
- This Duty Holder will be responsible for all remedial actions to ACM's upon undertaking combined material and occupancy risk assessment, or where report of damage is reported to this Duty Holder.
- This Duty Holder will be responsible for arranging ad-hoc targeted intrusive asbestos surveys ahead of planned intrusive works, and on behalf of any other ELC Officer or other Council Department.
- This Duty Holder will review the appointed asbestos surveyor's findings (regardless of asbestos survey type) and decide which course of management action will be taken against individual ACM identified. This will be undertaken ASAP after the periodic inspection on ACMs under management or on the back of any intrusive asbestos survey.
- This Duty Holder will be responsible for undertaking maintenance, remedial and removal actions, and with regard to all known asbestos containing materials under management at this school. This will be based on combined priority risk assessment that this Duty Holder will undertake. This will include for installing asbestos warning signage where this deemed as being required to highlight asbestos hazards.
- Over the passage of time eliminate as many of the suspected inspection points recorded within this plan and subject to financial constraints.
- This Duty Holder will be responsible for the creation and issue of the school's site asbestos management plan.
- This Duty Holder will also be responsible for meeting with the Head Teacher in person or via Teams or Skype if a long-standing Head Teacher in order to review the content of each new site asbestos management plan, and corresponding asbestos register / survey report.
- Will be responsible for assisting all other ELC Duty Holders where required at a technical level.
- Will also be responsible for arranging targeted refurbishment, or demolition surveys as required, and for arranging removal works ahead of planned works, or as part of projects.
- This Duty Holder will be responsible for keeping all asbestos records up to date on ELC / CIPFA asbestos database.
- Arrange for periodic reassurance air testing within the former boiler house area every 6 months until such times as all sealed thermal insulation debris is removed from all wall surfaces.
- Assist with the development of asbestos policy and procedures. Please note that other Duty Holders have the responsibility for Council asbestos policy, departmental procedures and training.

11.0 Duty Holder Responsibilities (Regulation 4, Control of Asbestos Regulations 2012)

Named Duty Holder: Head Teacher (Education)

The above post holder has the following responsibilities and duties with respect to Regulation 4 and this site asbestos management plan:

- This Duty Holder will be responsible for making sure that a copy of this plan is kept at the school reception at all times in paper format. The plan will also be accessible via the CIPFA asbestos module.
- Subject to meeting with the ELC Asbestos Manager will be responsible for familiarizing themselves with all known and suspected asbestos containing material located within this school. This will include for being aware of what to do in the event of any known or suspected asbestos disturbance.
- This Duty Holder will be responsible for sharing this plan with all school staff electronically. This will include for only personnel under the direct control and management of the Head Teacher.
- This Duty Holder will ultimately be responsible that no third-party contractors or volunteers are employed via the school directly to undertake works to the fabric or the building. Any such works will need written prior authority from the Asbestos Manager or ELC Engineering Team.
- This Duty Holder will be responsible for making sure that all employees and staff under their control report all building repairs and building defects to the ELC Call Centre and without any exception via **01875 612818**.
- This Duty Holder will be responsible for making sure that all Contractors attending the school complete an asbestos declaration form ahead of undertaking any works at Pinkie St Peters Primary School.
- This Duty Holder will be responsible for assisting all other named Duty Holders documented within this plan with respect to managing asbestos safely. This will include for following all written instruction issued via the ELC Asbestos Manager.
- Where safe to do so, pass on the paper copy of the site asbestos management plan and register during fire evacuation, and to pass on to the attending Fire Brigade.

East Lothian Council

Asset Name: Pinkie St Peters Primary School

Asset No:

0075

11.0 Duty Holder Responsibilities (Regulation 4, Control of Asbestos Regulations 2012)

Named Duty Holder: Team Manager (Operational Asset Management Team – Engineering Services & Building Standards)

The above post holder who is the Asbestos Managers Line Manager has the following “Duty Holder” responsibilities:

- This Duty Holder will be responsible for providing the Asbestos Manager with sufficient time to discharge their duties in relation to this plan.
- This Duty Holder will be responsible for providing and approving on-going training and allowing time for continual professional development, as for other Team members as outlined below.
- This Duty Holder will be responsible for providing all Operational Asset Team members with the appropriate level of asbestos training and asbestos refresher training in order to allow them to discharge their documented duties and responsibilities in relation to the content of this site asbestos management plan.
- This Duty Holder will stand in for the Asbestos Manager during planned leave or due to sickness absence.
- This Duty Holder in addition to the Asbestos Manager will be responsible for assisting their Service Manager with developing and implementing departmental asbestos policy and procedures.

Named Duty Holder: Service Manager (Operational Asset Management Team – Engineering Services & Building Standards)

- This Duty Holder will be responsible for providing the Asbestos Manager and the Team Manager with sufficient time to discharge their duties in relation to this plan.
- Is ultimately for all training and development of Engineering Services & Building Standards personnel.
- Is responsible for having departmental policy and procedures in place for Engineering Service & Building Standards.
- Will stand in for the Asbestos Manager, Team Manager or Senior Repairs Officer is all on leave or absent.

East Lothian Council

Asset Name: Pinkie St Peters Primary School

Asset No:

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11.0 Duty Holder Responsibilities (Regulation 4, Control of Asbestos Regulations 2012)

Named Duty Holder: Repairs / Compliance Officers / IT Officers & All Other Technical Officers (Operational Asset Management Team, Strategic Asset Management Team Officers & IT Department Officers)

The above post holders have the following responsibilities and duties with respect to Regulation 4 and this site asbestos management plan:

- These Duty Holder will be responsible for following all documented Operational Asset Management Team procedures with respect to allocating works to Contractors, in addition to any other Council Departments Asbestos procedures.
- These Duty Holders will on no account instruct any works to the known or suspected asbestos containing materials of inspection point documented within this site asbestos management plan.
- These Duty Holders will be responsible for advising the Asbestos Manager in writing of any asbestos queries or intrusive asbestos surveying checks that they require in advance of any planned intrusive works taking place at this school. All planned works must be brought to the attention of the Asbestos Manager in a timely manner and at least four weeks in advance of planned works taking place as a minimum.
- In the event of an emergency situation will liaise with the Asbestos Manager or in his absence the Team Manager with respect to any known or suspected asbestos incident. Alternatively, if both these Duty Holders are absent, they will contact the Councils current Asbestos Surveyor or Site Analyst directly for assistance.
- This group of Duty Holders will be responsible for not allowing anyone to work intrusively on any building not inspected and with reference to Section 6 of this plan.
- Will attend asbestos awareness training and periodic refresher training.
- Will be responsible for following all Council and Departmental asbestos policy and procedures.

Named Duty Holders: Line Managers, Supervisors, School Janitors, Cleaners and Kitchen Staff (Facilities Management). This post holder has the following responsibilities and duties with respect to Regulation 4 and this site asbestos management plan:

- All facilities management personnel will be responsible for familiarising themselves with all known and suspected asbestos containing materials documented within this site plan and will not works on any known or suspected ACM's.
- Be responsible for reporting any damage to any known or suspected asbestos containing material immediately to the ELC Call Centre via **01875 612818**.
- Will not undertake any works to the fabric of the building without their Line Manager undertaking a written risk assessment, which will include for the presence of asbestos.
- Undertake asbestos awareness training via Learn Pro, or via face-to-face training sessions when these are organised for high-risk sites.

11.0 Duty Holder Responsibilities (Regulation 4, Control of Asbestos Regulations 2012)

Named Duty Holders: Service Manager (Facilities Management)

- The Service Manager will be responsible for making sure that all personnel attend asbestos awareness and subsequent asbestos awareness refresher training, in addition to also discharging all duties highlighted for facilities management personnel.

Named Duty Holder: External Contractors & Property Maintenance Personnel

The above “Duty Holders” will have the following responsibilities and duties with respect to Regulation 4 and this site asbestos management plan:

- **All Contractors ahead of undertaking works at this site will read this plan. They will all without exception complete the attached logbook ahead of executing any works at this site.**

A copy of the record / log sheet that all Contractors must complete to be completed is attached to the Appendix section of this plan (See Appendix 1).

It should be noted that all planned works at this school are pre-checked for asbestos interfaces in any event by the ELC Instructing Officer or ELC Contract Administrator. This final step is however required in order that an annual audit can be undertaken on asbestos processes and procedures and to cover emergency and “out of hours” works.

- Will be responsible for immediately reporting any damage to known or suspected asbestos containing materials to the Instructing Officer or Contract Administrator shall follow the emergency procedure contained within the following section of this plan in the event of an asbestos discovery or disturbance during planned works.

Named Duty Holders: Health & Safety Advisors / Officers (Corporate Health & Safety Team)

- Responsible for producing and reviewing the Councils Asbestos Management arrangements.
- Responsible for assisting all Council departments with providing E Learning asbestos awareness training courses via the Council Learn Pro system.
- Responsible for overseeing corporate asbestos management compliance and reporting the outcomes of periodic audits to the senior management team and Council.
- Responsible for assisting all Council departments with implementing departmental asbestos policy and procedures in conjunction with departmental Service Managers.
- Responsible for investigating any asbestos incidents or near misses reported on the Council corporate health and safety management system (Sephra).
- Periodically auditing asbestos management compliance across all schools in relation to this and all other educational establishments across East Lothian Council including for our PPP High Schools.

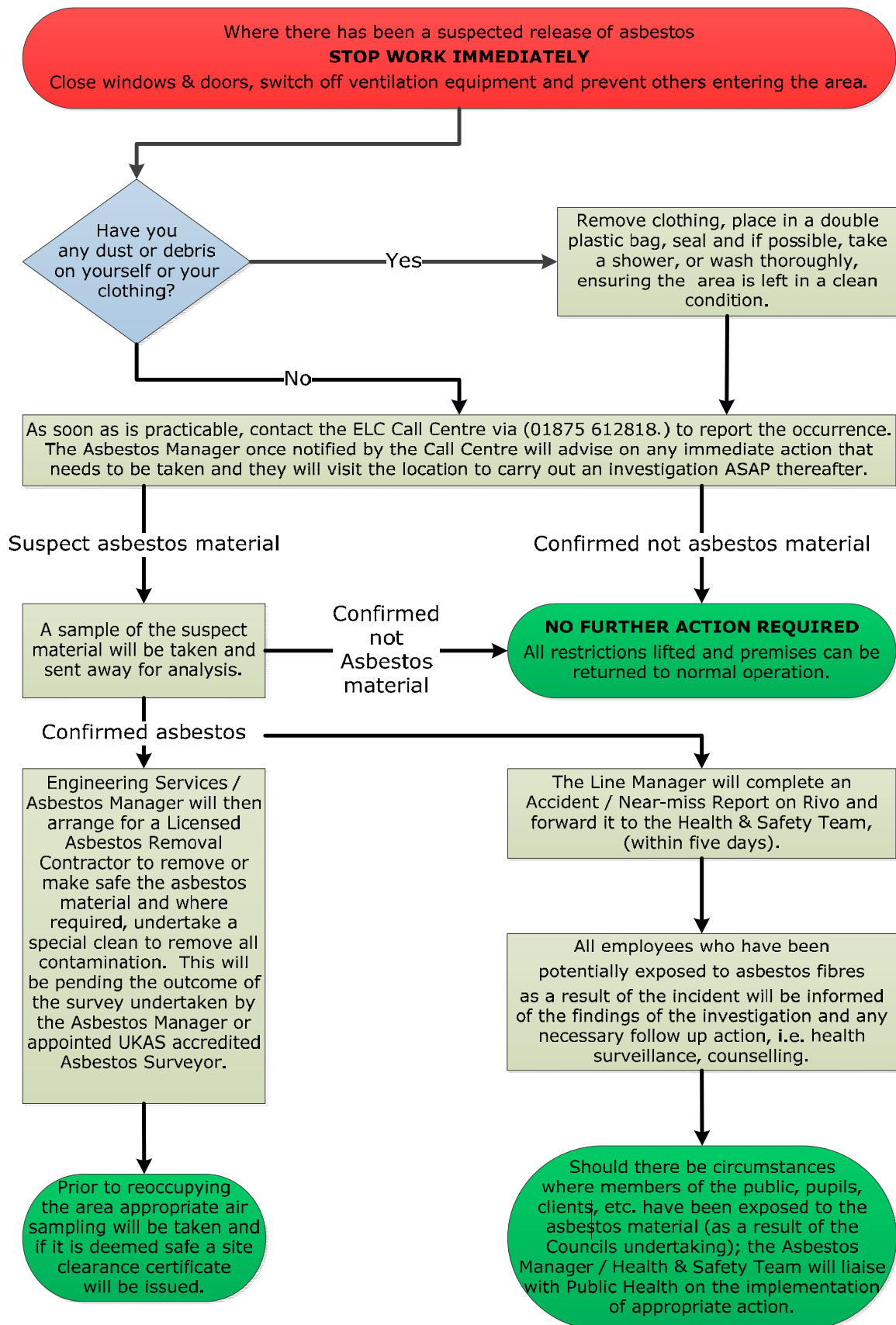
East Lothian Council

Asset Name: Pinkie St Peters Primary School

Asset No:

0075

12.0	Emergency Procedures
12.1	Emergencies, by definition, require immediate action and it is not realistic to define a standardised model response. Emergency services will be required to deal with each situation on its own merits and remedial action taken by ELC where appropriate. In the event that any ACM's may have been impacted by the emergency, advice will be taken by the ELC Asbestos Consultants on the most appropriate action and early consultation with residents will be held.
12.2	<p>In the event that suspected ACMs are disturbed or exposures have occurred, the following procedure will be adopted:</p> <ul style="list-style-type: none">• The flow chart and procedure documented on the following page will be followed.• If asbestos is identified within the sample, advice will be obtained on the appropriate course of action.• Where damage to any material known to contain asbestos has taken place and is likely to give / have given rise to airborne fibre release, the ELC Asbestos Manager will arrange for isolation of the area pending an investigation. Air monitoring tests (measurement of airborne fibre concentrations) and sampling and analysis will be carried out to determine the level of any potential contamination, or to provide reassurance that unacceptable contamination has not occurred.• Details of air test results will be made available for inspection and recording purposes.• Remedial action will be required when airborne fibre levels exceed 0.01 f/cc.• When remedial action becomes necessary after exposure, the relevant facts may have to be reported to the HSE in accordance with the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013 (RIDDOR). The ELC Asbestos Manager Asbestos Manager will determine whether the incident is in fact RIDDOR reportable.• All stakeholders will be fully briefed on all investigations as they progress.• The Asbestos Manager or any other Duty Holder will record any asbestos incident or near miss on Sephera, and as soon as possible after any asbestos incident, or near miss.



EMERGENCY PROCEDURE FLOW CHART



Appendix 1: Authorization to Work Form

**'AUTHORISATION TO WORK'
ASBESTOS LOG SHEET**

'AUTHORISATION TO WORK'	
<p>ELC Officer responsible for instructing the work / job :</p> <p>Your Name:</p> <p>Your Employer:</p> <p>Date:</p>	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
<p>Description of the proposed work:</p> <p>Room numbers to be worked on?</p> <p>Elements of the building likely to be disturbed?</p> <p>Names of all other Operatives undertaking job:</p> <p>Note: Please use the Asbestos Management Plan to identify room numbers.</p>	
<p>Declaration: After consulting the Site Management Plan I Confirm the Following (Delete Applicable "Yes / No").</p> <p>The above works I intended to undertake have no asbestos interface after consulting the site Asbestos Management Plan: Works can proceed: Yes / No</p> <p>If works cannot proceed please advise the ELC Officer Responsible for instructing the work immediately.</p> <p>This will then allow for further asbestos surveying checks or for asbestos removal works. The outcomes will be conveyed to your employer by the ELC Instructing Officer.</p>	
<p>After completing the above log book sections sign and date your statement. This log is to be retained on-site within the Site Asbestos Management Plan Folder at Reception.</p>	
<p>Signed:</p> <p>Position / Your Job Title:</p> <p>Your Mobile Phone Number:</p>	