

What is a Site Audit and what does it mean?

Many workers have been exposed to hazardous substances in the past because people didn't know they were there. Employers have an obligation under the Victorian Occupational Health & Safety (Asbestos) Regulations 2003 (Part 5 - Asbestos in workplace and Part 6 - Demolition including refurbishment) to ensure that a site audit is done **before your job starts**.

It's better for all parties if this is done properly because it avoids any exposures or other problems and it's usually cheaper to do it when there are no people wanting to work in the same area.

What to Look for When Reading Site Audits:

- Check audit is up to date.
- Make sure it's a full hazard audit and not just an asbestos audit. The audit should identify anything and everything that may be hazardous to the people working on the site or the general public. This could include chemicals, PCB's (in light fittings or elsewhere), lead paints, synthetic mineral fibres or asbestos.
- When reading an audit, make sure that it has:
 - a) A register of all hazardous materials that may be present
 - b) An asbestos register identifying all possible asbestos containing materials.
 - c) The condition the material is in
 - d) The friability of any asbestos
 - e) Areas where access could not be obtained during the auditing process.

No access should be allowed in those areas until they are opened and assessed for any hazardous materials.

- Ensure that **all different coloured** floor tiles have been analysed for asbestos content. Asbestos floor tiles are non-homogenous, that is the asbestos content is not evenly distributed throughout the tile. The content in floor tiles is usually about 2% - 3%. It is very common for one consultant to obtain a clear result and for another to find asbestos.

Asbestos can be present in the form of:

White	Chrysotile
Brown	Amosite
Blue	Crocidolite

PCB's can be found in capacitors and electrical equipment. Paper insulated capacitors manufactured by DUCON between 1960 and 1974, operated on AC voltages, mainly 250V, 330V, 370V, 400V and 660V, contained PCB's.

Capacitors are usually enclosed in an oval shaped aluminium tin "can" approximately 40mm x 25mm (long and short axis) and an overall length of 112 mm. There is usually a model number beginning with letters APA, APB, APC, APD OR APF. There is also a 4 digit number which indicates the week and year of manufacturing, eg 2264 means the 22nd week in 1964.

Other capacitors manufactured in the same period are rectangular in shape with a painted or unpainted tin plate "can" and have model numbers beginning with the letters GPA, GPB or GPM.

Capacitors are also found in electrical control circuits; usually in a grey coloured time plated enclosure manufactured in the same period with model numbers being with GP will also contain PCB's.

Before any work starts make sure that hazardous materials have been stripped and removed. If any are to remain on site they must be clearly labelled and identify able, to ensure that everyone knows that hazardous materials are present.