



Australian Government

Comcare

NOTIFICATION OF EMERGENCY DEMOLITION INVOLVING ASBESTOS

Comcare has provided this notification form to assist duty holders meet their obligations under Regulations 454 and 455 of the Work Health and Safety Regulations 2011 (WHS Regulations)—where:

- a) an emergency has occurred at a workplace or domestic premises, and
- b) a structure or plant must be demolished, and
- c) asbestos is fixed to or installed in the structure or plant before the emergency occurred.

Regulation 454(3) requires that Comcare be given written notice about the emergency immediately after the person becomes aware of the emergency, and before demolition commences.

For the purpose of regulations 454 and 455, an emergency occurs if a structure or plant is structurally unsound, or collapse of the structure or plant is imminent.

WHO SHOULD USE THIS FORM?

- > If the emergency has occurred at domestic premises, the person conducting the business or undertaking who is to carry out the demolition work has the duty to notify Comcare.
- > If the emergency has occurred at a workplace (other than domestic premises), the person with management or control of the workplace has the duty to notify Comcare.

PRIVACY AND PERSONAL INFORMATION

Any personal information collected by Comcare in this form is for the purpose of administering and enforcing the *Work Health and Safety Act 2011* (WHS Act) and WHS Regulations.

Comcare collects, uses, discloses and stores information in accordance with the WHS Act, WHS Regulations, and the *Privacy Act 1988* (the Privacy Act). Personal information may be used or disclosed in accordance with the Privacy Act when required or authorised by law. For further information on how Comcare manages privacy, please visit www.comcare.gov.au/about_us/privacy.

INSTRUCTIONS

Guidance for the completion of this form is provided at the end of the form. For further assistance please contact Comcare's WHS Helpdesk on 1300 366 979.

All sections of this form must be completed by the duty holder.

see Guidance 1

The duty holder must provide written notice to Comcare immediately after becoming aware of the emergency, and before the demolition commences.

see Guidance 2

Written notification can be given to Comcare by:

- > email to notify@comcare.gov.au
- > fax to 1300 305 916

1. ADDRESS WHERE THE EMERGENCY OCCURRED

The emergency occurred at

Domestic premises A workplace

If it occurred at a workplace, what kind? (e.g. warehouse, laboratory, office, ship)

Address where the emergency occurred

Street no. Street name

Suburb State Postcode

2. PERSON WITH MANAGEMENT OR CONTROL OF THE WORKPLACE

Registered business or company name Australian Business Number (ABN)

Contact details

Mr Mrs Miss Ms

First name Surname

Position

Telephone (work) Mobile

Email Fax

3. PERSON CONDUCTING THE BUSINESS OR UNDERTAKING WHO IS TO CARRY OUT THE DEMOLITION

Registered business or company name Australian Business Number (ABN)

Demolition licence number State of issue

Asbestos removal licence number State of issue

Contact details

Mr Mrs Miss Ms

First name Surname

Position

Telephone (work) Mobile

Email Fax

4. STRUCTURE OR PLANT TO BE DEMOLISHED

Describe the structure or plant that is to be demolished

Provide the specific location of the structure or plant within the site

Provide the approximate date that the structure or plant was installed or constructed (if known)

Is there an asbestos register for the site? Yes No

Does the asbestos register identify the type/s, location and quantity of asbestos that is fixed or installed in the structure or plant Yes No

<input type="checkbox"/> Anthophyllite Asbestos	Quantity (kg)	<input type="text"/>	Location	<input type="text"/>
<input type="checkbox"/> Actinolite Asbestos	Quantity (kg)	<input type="text"/>	Location	<input type="text"/>
<input type="checkbox"/> Amosite (brown asbestos)	Quantity (kg)	<input type="text"/>	Location	<input type="text"/>
<input type="checkbox"/> Crocidolite (blue asbestos)	Quantity (kg)	<input type="text"/>	Location	<input type="text"/>
<input type="checkbox"/> Chrysolite (white asbestos)	Quantity (kg)	<input type="text"/>	Location	<input type="text"/>
<input type="checkbox"/> Tremolite Asbestos	Quantity (kg)	<input type="text"/>	Location	<input type="text"/>

5. NATURE OF THE EMERGENCY

When did the duty holder become aware of the emergency?

Date / / Time (approximate)

Describe the sequence of events that lead to the emergency (if known)

Describe the damage or structural deficiency that is causing the structure or plant to be structurally unsound or likely to collapse at any moment

6. PROCEDURE TO REDUCE THE RISK OF EXPOSURE TO ASBESTOS

Before demolition commences, the duty holder must develop a procedure that will so far as is reasonably practicable, reduce the risk of exposure of workers and persons in the vicinity of the demolition site to asbestos below the exposure standard in the Workplace Exposure Standards for Airborne Contaminants [sub regulations 454(2) and 455(2)]. The duty holder is also required to consider the asbestos register for the workplace in the development of the procedure.

At the time of notification, had such a procedure been developed? Yes No

If yes, has the asbestos register been considered in the development of the procedure? Yes No

If not, why not?

When is the demolition expected to commence?

Date / Time (approximate)

7. PERSON COMPLETING THIS FORM

Your name

Mr Mrs Miss Ms

First name Surname

Telephone (work) Mobile

Email

Position or role within business or undertaking

Notifying on behalf of

Person with management or control of the workplace

Person conducting the business or undertaking who is to carry out the demolition

8. DECLARATION

I declare that:

- > I have authority from the body corporate to complete and submit this notification (body corporate notifiers)
- > the information in this notification is true and correct to the best of my knowledge
- > I consent to Comcare making inquiries and exchanging information with other work health and safety regulators in the Commonwealth, states and territories regarding any matter relevant to this notification.

Name

Signature Date /

Tick box to confirm declaration if submitting by email (signature not required)

GUIDANCE

Disclaimer

These guidance notes provide a basic and general overview of their subject matter only. They are not a substitute for independent professional advice and cannot be relied on as a statement of the law relating to the *Work Health and Safety Act 2011* (Cth) or the *Work Health and Safety Regulations 2011* (Cth). Comcare recommends duty holders obtain appropriate independent professional advice relevant to their particular needs and circumstances.

1. Who owes the duty to notify Comcare of emergency demolition involving asbestos?

Workplace

If emergency demolition involving asbestos is to occur at a workplace the duty to notify belongs to the person with management or control of the workplace (regulation 454).

Domestic premises

If emergency demolition involving asbestos is to occur at domestic premises, the duty to notify belongs to the person conducting the business or undertaking who is to carry out the demolition (regulation 455).

2. What does 'immediately' mean?

Immediately means there must be no delay between the duty holder becoming aware of the emergency and the need for a structure or plant that contains asbestos to be demolished, and the submission of a notification to Comcare.