

The logo for BOHS (British Occupational Hygiene Society) features the letters 'BOHS' in a bold, white, sans-serif font. The letter 'O' is stylized with a white circle inside it, set against a dark blue background.

British Occupational  
Hygiene Society

The Chartered  
Society for Worker  
Health Protection

P402 Proficiency Qualification

# Surveying and Sampling Strategies for Asbestos in Buildings

Course Syllabus

## Proficiency Module Syllabus

### P402 - Surveying and Sampling Strategies for Asbestos in Buildings

#### Teaching Aims

To provide candidates with the theoretical knowledge and practical ability to undertake surveys of buildings in relation to asbestos. Also, to be able to provide guidance and recommendations for appropriate management actions to minimise exposure to any identified asbestos.

#### Prior Knowledge and Understanding

Candidates for this course are expected to be aware of the contents of HSG 264 Asbestos, the survey guide and have a minimum of six months prior experience of assisting on asbestos surveys.

In addition, candidates are expected to have had training to cover the core competencies outlined within the foundation material detailed within Table A9.1 of HSG248 Asbestos: The Analysts' Guide (July 2021). This may be achieved by In-house learning or through the P400 foundation module.

#### Learning Outcomes

On completion of this module, the candidate will be able to demonstrate appropriate knowledge and the correct practical methods to:

- Understand building construction and how asbestos was used
- Identify and take samples of different asbestos containing materials
- Understand the different survey types and their requirements
- Carry out material assessments
- Understand and utilise all safety controls during surveys and sampling
- Provide accurate and comprehensive survey reports

#### Content

The syllabus is structured into five sections:

		<b>Time Allocation</b>
<b>1</b>	<b>Building construction and the uses of asbestos</b>	<b>35%</b>
<b>2</b>	<b>Survey Types</b>	<b>15%</b>
<b>3</b>	<b>Bulk sampling and material assessments</b>	<b>25%</b>
<b>4</b>	<b>Survey reports</b>	<b>20%</b>
<b>5</b>	<b>Quality control</b>	<b>5%</b>

**Note:**

Reference is made in this syllabus to HSE guidance and other documentation. This list may not include the most up-to-date relevant publications from HSE and other sources and is intended as guidance for candidates only.

**1 Building construction and the uses of asbestos (35%)**

This section will provide suitable theoretical knowledge and a review of relevant documentation to ensure that the candidate fully understands the legal framework, legislation, and guidance pertinent to asbestos surveying.

Training should ensure that the candidate understands the purpose of their role and the importance of accurate and adequate surveys and reporting. This section will also provide suitable theoretical knowledge and practical training to ensure that the candidate understands basic building construction and how different construction methods and property ages shape the use of ACMs.

Candidates must also be able to explain the different uses of asbestos in buildings.

In order to achieve this the candidate must be able to learn and then demonstrate their knowledge and ability in the following:

- 1.0.1 Outline key Acts and Regulations applicable to asbestos and explain the legal framework for managing asbestos in buildings and discuss relevant Approved Codes of Practice and relevant HSE publications.
- 1.0.2 Be able to apply the information from HSG264, and other relevant guidance, to surveying activities and understand the client's responsibilities under the 'Duty to Manage'.
- 1.0.3 Briefly discuss common building construction terms and highlight different building types in the UK such as 'CLASP' and 'SCOLA'. Emphasise how construction and refurbishment dates can affect asbestos materials present.
- 1.0.4 Understand the common uses and locations of asbestos types in a wide range of ACMs in buildings, other structures, plant and equipment and the potential risks.
- 1.0.5 Explain the reasons behind using asbestos containing materials, explore the concept of contamination during installation e.g., off-cuts, packers, overspray etc and evaluate how building services impact the spread and distribution of ACMs. Discuss how asbestos fibres can be spread throughout a building e.g., maintenance works, airflow patterns.

**2 Survey Types (15%)**

This section will provide suitable theoretical knowledge and practical training to ensure that the candidate understands and is able to explain the different types of asbestos surveys, including their principles and requirements.

In order to achieve this the candidate must be able to demonstrate both their knowledge and practical ability in the following:

- 2.0.1 Discuss the different types of survey that can be carried out, and explain how to plan, organise, and conduct them.
- 2.0.2 Understand various safety precautions required during survey work in addition to site specific hazards and emergency procedures. Explain how to assess third party sites for safe access and egress.
- 2.0.3 Highlight situations when a decontamination unit and enclosure might be required for surveying activities.

### **3 Bulk sampling and materials assessments (25%)**

This section will provide suitable theoretical and practical training to ensure that the candidate has a detailed knowledge of the approved methods for sampling of bulk materials, use of suitable PPE/RPE to be used and the methods for personal decontamination and the situations where segregation may be required.

Candidates should understand the risk assessment and risk management strategies and their role in reducing health risks.

In order to achieve this the candidate must be able to demonstrate both their knowledge and practical ability in the following:

- 3.0.1 Understand how to take representative bulk samples safely (i.e., minimising exposure) and to outline suitable sampling strategies proportionate to the overall sampling task (e.g., ranging from isolated samples up to comprehensive surveying).
- 3.0.2 Discuss sampling strategies for all types of asbestos containing materials i.e., spray coatings, pipe insulation, insulating board, ceiling tiles, cement materials. Discuss what constitutes representative sampling and explain the importance of recording sampling points, photographs, and labelling.
- 3.0.3 Describe fully the techniques used and precautions required when collecting bulk samples and ensure candidates are confident in the safe use and maintenance of Class H vacuum cleaners and can apply this knowledge to dust suppression and personal decontamination.
- 3.0.4 Discuss face fit testing, the selection and use of PPE and RPE, its place in the control hierarchy and likely protection it affords. Ensure candidates understand potential threats to the effectiveness of PPE and RPE.
- 3.0.5 Explain risk assessments of asbestos containing materials in buildings and the purpose behind carrying them out.
- 3.0.6 Discuss the information and steps necessary for managing asbestos containing materials in buildings i.e., location survey, asbestos register, risk assessment, written plan of control actions.

#### **4 Survey Reports (20%)**

This section will provide suitable theoretical and practical training to ensure that the candidate is capable of producing an accurate and comprehensive survey report.

In order to achieve this the candidate must be able to demonstrate both their knowledge and practical ability in the following:

- 4.0.1 The requirements of ISO 17020 and HSG 264 for the production of survey reports to ensure that all required information is included.
- 4.0.2 Understanding the importance and significance of producing accurate and adequate information within reports.
- 4.0.3 Understanding the range of electronic recording and data capture systems used to generate survey reports.
- 4.0.4 Understanding the differences between reports required for different survey types and the importance of a detailed scope of works for refurbishment surveys.
- 4.0.5 To be able to provide risk-based recommendations and basic advice on managing asbestos in buildings.
- 4.0.6 Understanding the liabilities and responsibilities of surveyors when producing survey reports and the need for accuracy.

#### **5 Quality Control (5%)**

This section will provide suitable theoretical and practical training to ensure that the candidate has suitable knowledge and understanding of quality control requirements.

In order to achieve this the candidate must be able to demonstrate both their knowledge and practical ability in the following:

- 5.0.1 Understanding the requirements of quality control systems within surveying companies and how they can monitor and review employee's competence and performance.
- 5.0.2 Explain the importance of qualifications, refresher training and the values of practical experience and personal professional development.
- 5.0.3 To understand the importance of checking survey reports and the authorisation process before they are issued to the client.
- 5.0.4 To understand the importance of checking and maintaining essential equipment and kit.

## **References and Further Reading**

- (1) The Control of Asbestos Regulations (2012)
- (2) L143 (2013), Managing and working with asbestos. Control of Asbestos Regulations 2012. Approved Code of Practice and Guidance, HSE
- (3) HSG264 (2012) Asbestos: The survey guide, HSE
- (4) Sanderson, Bill (2007), Asbestos for Surveyors 2nd edition, EG Books
- (5) HSG 248 (July 2021), Asbestos: The analysts' guide, HSE
- (6) HSG227 (2002), A comprehensive guide to managing asbestos in premises, HSE
- (7) INDG223 (rev 5) (2012), Managing asbestos in buildings: A brief guide, HSE
- (8) Telford, Thomas DETR (1999), Asbestos and man-made mineral fibres in buildings: Practical Guidance
- (9) HSG53 (2013), Respiratory protective equipment at work: A practical guide, HSE
- (10) ISO/IEC 17025:2017 – General requirements for the competence of testing and calibration laboratories, UKAS
- (11) RG 8 (edition 4) (2015) – Accreditation of Bodies Surveying for Asbestos in Premises, UKAS

## **Course Length**

This course will require at least **18** hours of study time, of which at least **14** hours will be taught (teaching and practical assessments) and **4** hours will be independent (in the candidates' own time).

## **Examinations and Assessment**

Candidates are required to pass all of the following parts (A, B and C below) to be awarded this qualification.

### **A The Practical Assessment**

The practical assessment must be carried out by the Tutor during the relevant part of the course for all candidates. This is to ensure that every candidate can demonstrate their individual ability to:

- Demonstrate knowledge of health and safety issues involved in surveying and bulk sampling of asbestos-containing materials
- Demonstrate skills used in taking samples of different types of asbestos-containing materials commonly used in buildings. (NB: materials that actually contain asbestos are not used in this assessment)

Further information about the practical assessment is published in the P402 Practical Assessment Guidance document.

### **B Written Examination 1**

This is an open-book examination comprising of approximately 35 (100 marks) short-answer questions illustrated by photographs and diagrams as appropriate to be answered in 90 minutes and is overseen by a BOHS invigilator.

The examination covers sections 1 and 2 of the syllabus with achievable marks in proportion to the time allocation given on the front page of the syllabus.

The overall pass mark is 55% with a requirement to reach at least 45% of the available marks in each section of the syllabus.

Further information is available in the P402 Examination Guidance document.

### **C Written Examination 2**

This is an open-book examination comprising of approximately 35 (100 marks) short-answer questions illustrated by photographs and diagrams as appropriate to be answered in 90 minutes.

The examination covers sections 3, 4 and 5 of the syllabus with achievable marks in proportion to the time allocation given on the front page of the syllabus and is overseen by a BOHS invigilator.

The overall pass mark is 55% with a requirement to reach at least 45% of the available marks in each section of the syllabus.

Further information is available in the P402 Examination Guidance document.

### **Certification**

Candidates who pass all the parts (A, B and C) within 12 months will be awarded a Proficiency Certificate in:

(P402) Surveying and Sampling Strategies for Asbestos in Buildings

### **Related Courses**

Further courses which would be beneficial to candidates following this career path:

- P402 Surveying and Sampling Strategies for Asbestos in Buildings Refresher at appropriate intervals
- P401 Identification of Asbestos in Bulk Samples (PLM)
- P403 Air Sampling and Fibre Counting (PCM)
- P404 Clearance Testing and the Requirements of a Certificate for Reoccupation
- P405 Management of Asbestos in Buildings

### **In addition:**

Candidates who already hold a P402: Surveying and Sampling Strategies for Asbestos in Buildings, may wish to gain formal recognition of their asbestos survey report writing skills by completing P402RPT: Report Writing for Asbestos Surveys.