

# Departmental Equipment

## Objectives

The Department is responsible for its equipment, artefacts and articles. Asbestos risk associated to such items must be managed.

It may be assumed that prohibition of asbestos products in equipment was enacted by UK legislation in 1999. However, items that are older may contain asbestos, and occasionally asbestos has been illegally imported into the UK at more recent dates.

## Typical Uses of Asbestos

### Example Applications of Asbestos in Equipment:

- *Insulation of pipes, boilers, pressure vessels, calorifiers, etc*
- *Heat insulation and fire protection in switchgear*
- *Electrical/heat insulation of electrical equipment, wiring, ovens, etc*
- *Acoustic linings in air handling equipment; duct and pipe insulation*
- *Lagging, jointing, packing materials for heat resistance or fire protection*
- *Cloth used as thermal insulation and lagging, including blankets, mattresses, protective curtains, gloves, aprons, overalls (including aluminium coated)*
- *Gaskets and washers*
- *Strings e.g. for sealing hot water radiators*
- *Friction products e.g. brakes and clutch plates*
- *Drive belts and conveyor belts*
- *Laboratory worktops*
- *Flue pipes, extractor hoods*
- *Underseals*
- *Asbestos gloves or those with asbestos lining*

## Responsibilities

Principal responsibilities for equipment should be assumed as follows:

- **the Department is responsible for equipment brought in as part of the Department's operations e.g. scientific equipment, kilns, ovens, artefacts etc.**
- Estate Management is responsible for equipment forming fixtures and fittings associated directly to the building services

Newly introduced asbestos materials are prohibited. This includes items sourced by purchase, import, hire, lease, loan, second hand purchase, gifted or exchanged, as specified within the stipulations of current asbestos legislation. Vigilance is needed to avoid asbestos materials being introduced.

## **Retention of asbestos-containing articles and equipment**

1. Assess and record asbestos in equipment/articles.
2. Communicate outcomes to EM, via the responsible persons in the Department (Peter Norman, Keith Matthews or Jane Blunt) to update the Asbestos Register.
3. Ensure adequate provision of information to any persons who may work on the equipment / articles.

*The surveys carried out to date have attempted to identify asbestos in equipment where possible. However, it should be noted that this is generally considered an impractical undertaking, and therefore is not covered comprehensively within the Register and is explicitly referenced as a survey limitation. There may therefore be asbestos materials within equipment that have not yet have been recorded on the asbestos registers.*

## **Maintenance of old equipment**

1. Perform an assessment for asbestos.
2. Ensure adequate provision of information to persons undertaking works.
3. Ensure safe systems of work are employed so that works are undertaken in line with University policy.

*When working on equipment, further information may be required in addition to that currently provided within the Asbestos Register. Owners should contact Peter Norman, Keith Matthews or Jane Blunt to request what information is already in existence in the first instance.*

## **Disposal of old equipment**

1. Contact EM using the Asbestos Information Request Form (AIRF)
2. EM will arrange for collection & disposal using approved contractor if asbestos materials are present.
3. Ensure safe systems of work are employed so that works are undertaken in line with University policy.

## **Exchange of equipment and artefacts**

1. Notify the person receiving items if it is known or suspected that the items contain asbestos.
2. Provide copies of all asbestos information pertaining to equipment / artefacts.
3. Ensure the person / department receiving artefact/ equipment signs to confirm receipt of asbestos information.
4. Note that it is prohibited to accept equipment or artefacts containing asbestos materials into the Department.

## **Purchase / gift / receipt / exchange or import of items**

1. Exemption is required from the local enforcing authority in order to import asbestos.
2. Particular care must be exercised when bringing in equipment or items into buildings, or when sourcing items, especially second-hand and/or from abroad.
3. Introducing asbestos to buildings (including, but not limited to, equipment such as furnaces & ovens etc,) is prohibited.