

## Management Asbestos Survey

Melvich Village Hall  
118 Portskerra Road  
Melvich  
Thurso  
KW14 7YL



Scope of Works -	Carry out Management Survey of Village Hall.
Survey Description	Management Survey
Client Contact -	Trudy Perry (Melvich Village Hall Association)
Job Number -	HAS1681

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Highland Asbestos Services	Form 026 – Revision 003
Issue date – 09/01/19	Approved by: NT

# Management Survey Report

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## Management Survey Report

### 1. Asbestos Survey Approval

Issue No:	Name	Signature	Date	Position
Surveyed by	James Anderson		16/10/2020	Surveyor
Reported by	Darren Graham		30/10/2020	Surveyor
Approved by	Norman Thomson		02/11/2020	Quality control

### 2. Client Detail

Client Address	Client Contact	Report To:	Date
Melvich Village Hall Association Seaview 108 Portskerra Road Melvich, KW14 7YL	Trudy Perry (Melvich Village Hall Association)	Trudy Perry (Melvich Village Hall Association)	02/11/2020

### 3. Survey Description

The Management Survey, where required, will involve the collection of suspect samples, followed by the analysis of the samples, to confirm the presence or absence of asbestos. Our surveyors will make every effort to positively identify suspect materials through sampling. All types of suspect materials will be sampled during the survey for confirmation purposes.

The Management Survey will involve minor intrusive work and some disturbance. The extent of intrusion will vary between premises and depend on what is reasonably practicable for individual properties, i.e. it will depend on factors such as the type of building, nature of construction, accessibility etc.

As part of a Management Survey material risk assessments will be undertaken on all suspect materials. The material risk assessment assesses the likelihood of the material releasing asbestos fibres should it be damaged or disturbed. This assessment provides initial information for the Duty Holder to help evaluate and produce a plan for managing asbestos.

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The purpose of the survey is to identify any materials which may contain asbestos, which if worked upon, would be regulated by The Control of Asbestos Regulations 2012 with subsequent disposal regulated by The Special Waste Amendment (Scotland) Regulations 2004.

### Survey Objectives

The objectives of this survey were to;

- locate and record, as far as is reasonably practicable, the presence of asbestos containing materials within the building. This will not involve destructive investigation but concentrates on surface inspection of the premises.
- produce a report for the client that is simple to understand, indicating the location and type of all presumed and identified ACM, including Material Assessments, photographs where necessary, recommendations and an Asbestos Register.
- collect samples of all suspect ACM for analysis, the results of which are shown in Appendix B of this report. It is normal practice for surveyors to presume ACM in materials for which samples have already been taken and these areas will be referred to as “strongly presumed” and referenced to a previous sample.
- highlight areas that could not be accessed by the surveyor; these are listed in Section 6. Areas not accessed must be “presumed” to contain asbestos until further investigation proves otherwise.
- to assign a risk level for all ACM identified or presumed by using a simple algorithm as explained in HSG264. (Refer to Section 8 for more detail.)
- to provide recommendations for action that should be taken for any ACM found, taking into account algorithm score and the type of material. These recommendations can be found within the asbestos register in Appendix A.

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## 4. Executive Summary

The property known as Melvich Village Hall, 118 Portskerra Road, Melvich, Thurso, KW14 7YL was subjected to a 'Management' survey in accordance with the guidance given within HSE guidance note HSG264 – Asbestos: The Survey Guide – (2012).

Highland Asbestos Services were tasked by Trudy Perry to carry out a Management Survey of accessible internal & external areas of Village Hall.

**All other inaccessible internal & external areas of the property were not inspected and are not covered by this survey report. This includes areas directly behind ceiling surfaces, wall surfaces (including internal & external wall cavities), areas directly behind door facings, window facings & skirting, all inaccessible risers & box work, areas directly below existing roofing materials and ground directly below and around the property.**

The purpose of the survey was to detect and identify, as far as are reasonably practicable, any ACM's within the building.

The survey was carried out on 16<sup>th</sup> of October 2020 by James Anderson of Highland Asbestos Services.

The results were as follows:

**There were ACM's (Asbestos Containing Materials) detected within the scope of works provided.**

**These are shown in the table below:**

Melvich Village Hall								
Item	Sample No	Floor/Level	Room/Location	Material description	Product Type	Asbestos Type	Recommendation	Condition
21	S007	External	Village Hall Roof	Profiled sheets	Cement sheet	<b>Chrysotile</b>	<b>Removal of asbestos containing materials is recommended.</b>	Medium damage

**The following areas/items have been “Presumed” or “Strongly Presumed” to contain ACM's.**

Melvich Village Hall								
Item	Sample No	Floor/Level	Room/Location	Material description	Product Type	Asbestos Type	Recommendation	Condition
10		Ground	Kitchen	Sadia water heater		<b>Presumed</b>	<b>As per CAR 2012, regular inspection is required.</b>	

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Site Location	Melvich Village Hall 118 Portskerra Road Melvich Thurso KW14 7YL	
Date(s) of Survey	16/10/2020	
Surveyor Name(s)	James Anderson	
Site, Installation or Building Description	Village Hall	
Construction Notes	Profiled cement sheets to roof. Profiled metal sheeting to walls. Timber cladding to ceiling & walls. Timber floors. Timber doors & windows.	
Summary of Asbestos Containing Materials identified during surveys	Numbers of samples taken	7
	Number of positive samples	1
	Forms of ACM identified	Cement sheet
	Types of asbestos fibre	Chrysotile
Areas of no access	Every effort is made to access all areas of the site or installation. Inaccessible areas and limitations of a Highland Asbestos Services Ltd survey are detailed within sections 5 and 6 respectively. Inaccessible areas should be presumed to contain ACM's until an inspection can be made that proves otherwise, as required by The Control of Asbestos Regulations 2012.	

General Survey Recommendations	<p>Due to the nature of an asbestos survey there is always the possibility of asbestos being present within inaccessible areas and those non-accessed areas as detailed in the survey report as outside the scope of this survey. If any work is to be carried out within these non-surveyed areas, then materials encountered should be presumed to contain asbestos unless there is strong evidence for a reasoned argument that the material does not contain asbestos. Definitive categorisation of materials can only be achieved by the taking of samples and subsequent analysis by a UKAS accredited company.</p>
<p><i>This executive summary sheet is intended to provide a summary only of the asbestos survey findings. It does not provide a definitive engineering analysis for the purposes of costing or construction and is subject to the limitations of this survey.</i></p>	

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## 5. Limitations, Exclusion and General Caveats

Every effort has been made to identify all asbestos materials so far as was reasonably practical to do so within the scope of the survey. Methods used to carry out the survey were agreed with the client prior to any works being commenced.

Survey techniques adopted by our trained and experienced surveyors involved the combined approach of visual examination and necessary bulk sampling. It is, however, possible that additional ACM may be discovered following the survey.

This could be due to various reasons:

- Materials may be hidden or obscured by other items or cover finishes i.e. over-boarding or items which are present behind existing ACM. Where this is the case then its detection will be impaired.
- Asbestos may well be hidden as part of the building structure and not visible until the structure is dismantled at a later date.
- Debris from previous asbestos removal projects may well be present in some areas; unless specifically required during the contract review stage ad hoc dust sampling does not form part of this survey, however, all reasonably practicable methods will have been taken to identify visible asbestos debris.
- Where an area has been previously stripped of asbestos i.e. plant rooms, ducts etc. and new coverings added, it must be pointed out that asbestos removal techniques have improved steadily over the years since its introduction. Most notably would be the Control of Asbestos Regulations 2012 or subsequent regulations laying down certain enforceable guidelines. Asbestos removal prior to this regulation would not be to today's standard and therefore, debris may be present below new coverings.
- Access for the survey may be restricted for many reasons beyond our control such as height, inconvenience to others, immovable obstacles or confined space. Any restrictions are to be identified and pre-agreed with Client prior to commencement of survey. Where electrical equipment is present and determined to be in the way of the surveyor, no access will be attempted until proof of its safe state is given. Highland Asbestos Services has a duty to our surveyors under the Health and Safety at Work Act 1974 and to others.
- Due to the inhomogeneous matrix and minor content of asbestos fibres in textured coatings and bitumen adhesives, applications of these products may elicit both positive and negative samples. Where both positive and negative samples are obtained we recommend the client should presume that the textured coating and bitumen adhesives contains asbestos throughout even though a non-detected result has been obtained, particularly where pattern (decorative style), density are similar and appear to have been installed at the same time.

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This report is produced solely for the benefit of the instructing party and must be made available to all tradesmen and contractors that will have access to the building for any reason, so that they can take appropriate recommendations and/or actions to protect themselves.

This survey report cannot be used as a basis for tendering the removal any ACM prior to any refurbishment or demolition work. A further, more intrusive “refurbishment and demolition” survey must be undertaken in these circumstances.

**Notes on Plans**

The plans supplied with this survey are for orientation and illustrative purposes only. They have not been drawn to scale and should not be used alone for the location and quantifying of asbestos containing materials.

They should be viewed in conjunction with the material assessment and photographs which will give information on quantities and locations. No responsibility shall be accepted for errors made in this respect.

This report shall not be reproduced without the permission of Highland Asbestos Services and its client.

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### 6. Client Agree Scope of Survey

Areas to be surveyed.	Accessible internal & external areas of Village Hall.
Areas NOT to be surveyed.	All other inaccessible internal & external areas of the property were not inspected and are not covered by this survey report. This includes areas directly behind ceiling surfaces, wall surfaces (including internal & external wall cavities), areas directly behind door facings, window facings & skirting, all inaccessible risers & box work, areas directly below existing roofing materials and ground directly below and around the property.
Inaccessible areas during the survey.	All areas accessed
Non-Highland Asbestos Services Ltd documents provided by the client and referenced within the survey.	None

### 7. Sampling and Analytical Methodology

In accordance with HSG264 Asbestos: The Survey Guide and in-house procedure TP1, the surveyor carried out the inspection by undertaking a preliminary walk-through. All reasonably practicable steps were then taken to access all areas for the purposes of identifying the location of ACM.

However, this was a non-destructive survey where samples were only taken from suspect materials that were visible or attainable through methods other than breaking into the fabric of the building. The survey did not include breaking into sealed ducts, voids, floors etc. The client needs to therefore, remain aware that asbestos may be present in such areas should future invasive works be commissioned in future.

Samples were taken in accordance with best practice standards using dust suppression techniques to avoid asbestos fibres being released into the air by wetting with a spray mist or dampening with wet wipes. All samples were deposited in a sample bag and then double bagged within a second bag and given a unique identification number.

The samples were sent to a United Kingdom Accreditation Service (UKAS) accredited laboratory for the identification of asbestos type. The laboratory used a combination of techniques to identify the quantity and type of asbestos fibres in the samples including polarised light microscopy and dispersion colours as recommended in the HSE Guidance document HSG248.

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### 8. Material Risk Assessment

The four main parameters which will determine the amount of fibres released from an ACM when subject to a standard disturbance are:

- Product type **(Score 1,2 & 3)**
- Extent of damage or deterioration **(Score 0,1,2 & 3)**
- Surface treatment **(Score 0,1,2 & 3)**
- Asbestos type **(Score 1,2 & 3)**

Each parameter is scored as; High = 3, Medium = 2 and Low = 1, two categories also allow a score of 0.

The value assigned to each of the four parameters is added together to give a total score of between 2 and 12. Presumed or strongly presumed asbestos containing materials are scored as Crocidolite **(3)**, unless analysis of similar samples from the building show a different asbestos type, or if there is a reasoned argument that another type of asbestos was almost always used.

**(Total score = A+B+C+D= Material Risk Assessment Score)**

Score	Comments
10 or >10	High risk/High potential to release fibres if disturbed
7-9	Medium risk/Medium potential to release fibres if disturbed
5-6	Low risk/Low potential to release fibres if disturbed
4 or less	Very low risk/Very low potential to release fibres if disturbed

The material risk assessment score should be used as part of the management risk assessment carried out by the duty holder of the premises to prioritise the management of any asbestos containing materials.

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<b>Material Assessment Algorithm</b>		
<b>Sample Variable</b>	<b>Score</b>	<b>Examples of scores</b>
Product type (or debris)	1	Asbestos reinforced composites (plastics, resins, mastics, roofing felts, vinyl floor tiles, semi rigid paints or decorative finishes, asbestos cement etc)
	2	Asbestos insulating board, millboards, other low-density insulation boards, asbestos textiles, gaskets, ropes and woven textiles, asbestos paper and felt.
	3	Thermal insulating (e.g. pipe and boiler lagging), sprayed asbestos, loose asbestos, asbestos mattresses and packing.
Extent of damage/deterioration	0	Good condition: no visible damage.
	1	Low damage: few scratches or surface marks, broken edges on boards, tiles, etc
	2	Medium damage: significant breakage of materials or several small areas where material has been damaged revealing loose asbestos fibres.
	3	High damage or de-lamination of materials, sprays and thermal insulation. Visible asbestos debris.
Surface treatment	0	Composite materials containing asbestos: Reinforced plastics, resins, vinyl tiles.
	1	Enclosed sprays and lagging, AIB (with exposed face painted or encapsulated), asbestos cement sheets etc.
	2	Unsealed AIB, or encapsulated lagging and sprays.
	3	Unsealed lagging and sprays.
Asbestos type	1	Chrysotile
	2	Amphibole asbestos excluding Crocidolite
	3	Crocidolite
Total		

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### High Risk Category

Materials in the 'high' category require urgent consideration. Factors to be considered include the future use of the building, company policy and available finance. The following options may be appropriate: -

- Complete removal.
- Encapsulation, sealing or other protection including marking with appropriate warning labels.
- Decontamination works.
- Close monitoring of condition and potential for persons to be exposed to airborne asbestos fibres. (These may involve air sampling adjacent to the material to determine whether airborne asbestos fibres are being produced)

### Medium Risk Category

The condition of any material in the 'medium' category requires regular monitoring and a programme of management. Encapsulation or removal may well be appropriate in the medium to long term.

### Low Risk Category

'Low' risk category materials are generally of a cement, resin or plastic based material and are not considered to cause any immediate concern as these are unlikely to present any significant risk under reasonably foreseeable circumstances. Periodic condition monitoring under a management regime is advisable.

### Survey Recommendations

The following risk categories provide the three classifications of risk used within this survey. In general: The higher the number the higher the risk.

The recommendation given against each recorded material is derived from the material assessment for each recorded instance of asbestos and the initial risk assessment made by the surveyors during the survey. Details of the scoring system utilised can be found in the previous section.

The recommended actions have been confined to a limited number of key actions. They can be seen in the following table.

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Recommendation	Comments
Remove	Removal of asbestos containing materials is recommended on the basis that its condition and its location could result in exposure to persons, spread of asbestos, or release to the environment.
Repair/Encapsulate	Repair or complete encapsulation is recommended as an alternative to removal, where reasonably safe and possible to do so.
Regular re-inspection	As per CAR 2012, regular inspection is required. Length of re-inspection interval to be defined by the duty holder once a Priority Assessment has been carried out.



Where the recommended action for a material is to encapsulate or label and manage in situ, the client should be aware that these materials must be removed prior to any works or activity likely to cause disturbance to the material. A risk assessment should be made as part of the management regime in advance of any planned works, maintenance or similar.

Any activity involving the removal, encapsulation or disposal of licensable asbestos containing materials must be done in accordance with the provisions of the Control of Asbestos Regulations 2012.


The client should be aware that the findings of the asbestos report do not constitute a full risk assessment.

Where any doubt may exist regarding management measures to be implemented, then either the most cautious route should be adopted, or more detailed risk assessment undertaken. Highland Asbestos Services can assist with the implementation and monitoring of management systems on the client's behalf.

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Item	Level	Location/Room Number	Survey Type	Sample Reference	Quantity		
1	Ground	Main Hall	Management				
		<b>Material Description</b>			<b>Material Risk</b>		
		Additional Information Paint finish to ceiling. Timber & UPVC doors. Timber windows. UPVC sheets to timber cladded walls. Modern electrical distribution board to wall.			Product Type	Damage	Treatment
<b>Score</b>							
		<b>Material Risk</b>					
		<b>Accessibility</b>					
<b>Recommendations</b>			<b>Asbestos Type</b>				
			No Asbestos Detected				
<b>Ceiling</b>		<b>Wall</b>		<b>Flooring</b>		<b>Other</b>	
Timber cladding		Timber cladding		Timber			
Job Survey Date		16/10/2020		Surveyor Name(s)	James Anderson		
Bulk Certificate Number		TVS/20/4516		UKAS Laboratory	TVS Analysis Ltd		
Note: Recommendations are based on the Material Assessment scores only and are the opinion of the surveyor at the time of inspection. Please note a Priority Assessment is required to provide a Total Risk Assessment Score. This must be completed by or on behalf of the duty holder.				Priority Assessment (Customer to complete)			
Location	Score	Accessibility	Score	Extent/Amount	Score		
Type of Maint.	Score	Freq of Maint.	Score	Main Activity	Score	2 <sup>nd</sup> Activity	Score
No of occupants	Score	Freq of use	Score	Time in use	Score		
Priority Assessment Total -							
Recommendations				Total Assessment (Customer to complete)			



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Item	Level	Location/Room Number	Survey Type	Sample Reference	Quantity			
2	Ground	Main Hall	Management	S001	x5			
		Material Description			Material Risk			
		Putty to window glass - sample sent for analysis, result of analysis was N.A.D.I.S.			Product Type	Damage	Treatment	Asbestos Type
		Additional Information						
					Score			
					Material Risk			
					Accessibility			
		Recommendations			Asbestos Type			
					No Asbestos Detected			
		Ceiling		Wall		Flooring		Other
		N/A		N/A		N/A		
Job Survey Date		16/10/2020		Surveyor Name(s)	James Anderson			
Bulk Certificate Number		TVS/20/4516		UKAS Laboratory	TVS Analysis Ltd			
Note: Recommendations are based on the Material Assessment scores only and are the opinion of the surveyor at the time of inspection. Please note a Priority Assessment is required to provide a Total Risk Assessment Score. This must be completed by or on behalf of the duty holder.				Priority Assessment (Customer to complete)				
Location	Score	Accessibility	Score	Extent/Amount	Score			
Type of Maint.	Score	Freq of Maint.	Score	Main Activity	Score	2 <sup>nd</sup> Activity	Score	
No of occupants	Score	Freq of use	Score	Time in use	Score			
Priority Assessment Total -								
Recommendations				Total Assessment (Customer to complete)				



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Item	Level	Location/Room Number	Survey Type	Sample Reference	Quantity		
3	Ground	Entrance	Management				
		<b>Material Description</b>			<b>Material Risk</b>		
		<b>Additional Information</b> Paint finish to ceiling & walls. Timber & UPVC doors. Timber window. Modern fire panel to wall.			Product Type	Damage	Treatment
<b>Recommendations</b>					<b>Asbestos Type</b>		
					Score		
					Material Risk		
			Accessibility				
			No Asbestos Detected				
<b>Ceiling</b>		<b>Wall</b>		<b>Flooring</b>		<b>Other</b>	
Timber cladding		Timber cladding		Concrete			
Job Survey Date		16/10/2020		Surveyor Name(s)	James Anderson		
Bulk Certificate Number		TVS/20/4516		UKAS Laboratory	TVS Analysis Ltd		
Note: Recommendations are based on the Material Assessment scores only and are the opinion of the surveyor at the time of inspection. Please note a Priority Assessment is required to provide a Total Risk Assessment Score. This must be completed by or on behalf of the duty holder.				Priority Assessment (Customer to complete)			
Location	Score	Accessibility	Score	Extent/Amount	Score		
Type of Maint.	Score	Freq of Maint.	Score	Main Activity	Score	2 <sup>nd</sup> Activity	Score
No of occupants	Score	Freq of use	Score	Time in use	Score		
Priority Assessment Total -							
Recommendations				Total Assessment (Customer to complete)			





Item	Level	Location/Room Number	Survey Type	Sample Reference	Quantity	
4	Ground	Entrance	Management	As S001	x1	
		<b>Material Description</b>			<b>Material Risk</b>	
		Putty to window glass - same as product identified in item 2, no asbestos detected.			Product Type	Damage
		<b>Additional Information</b>				
					<b>Score</b>	
					<b>Material Risk</b>	
					<b>Accessibility</b>	
		<b>Recommendations</b>			<b>Asbestos Type</b>	
					No Asbestos Detected	
<b>Ceiling</b>		<b>Wall</b>		<b>Flooring</b>		<b>Other</b>
N/A		N/A		N/A		
<b>Job Survey Date</b>		16/10/2020		<b>Surveyor Name(s)</b>	James Anderson	
<b>Bulk Certificate Number</b>		TVS/20/4516		UKAS Laboratory	TVS Analysis Ltd	
Note: Recommendations are based on the Material Assessment scores only and are the opinion of the surveyor at the time of inspection. Please note a Priority Assessment is required to provide a Total Risk Assessment Score. This must be completed by or on behalf of the duty holder.				<b>Priority Assessment (Customer to complete)</b>		
<b>Location</b>	<b>Score</b>	<b>Accessibility</b>	<b>Score</b>	<b>Extent/Amount</b>	<b>Score</b>	
<b>Type of Maint.</b>	<b>Score</b>	<b>Freq of Maint.</b>	<b>Score</b>	<b>Main Activity</b>	<b>Score</b>	<b>2<sup>nd</sup> Activity</b>
<b>No of occupants</b>	<b>Score</b>	<b>Freq of use</b>	<b>Score</b>	<b>Time in use</b>	<b>Score</b>	
<b>Priority Assessment Total -</b>						
<b>Recommendations</b>				<b>Total Assessment (Customer to complete)</b>		

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Item	Level	Location/Room Number	Survey Type	Sample Reference	Quantity		
5	Ground	Store	Management				
			Material Description		Material Risk		
					Product Type	Damage	Treatment
			Additional Information				
			Timber doors & windows.				
					Score		
					Material Risk		
					Accessibility		
			Recommendations		Asbestos Type		
					No Asbestos Detected		
Ceiling		Wall		Flooring		Other	
Timber cladding		Timber cladding		Timber			
Job Survey Date		16/10/2020		Surveyor Name(s)		James Anderson	
Bulk Certificate Number		TVS/20/4516		UKAS Laboratory		TVS Analysis Ltd	
Note: Recommendations are based on the Material Assessment scores only and are the opinion of the surveyor at the time of inspection. Please note a Priority Assessment is required to provide a Total Risk Assessment Score. This must be completed by or on behalf of the duty holder.				Priority Assessment (Customer to complete)			
Location	Score	Accessibility	Score	Extent/Amount	Score		
Type of Maint.	Score	Freq of Maint.	Score	Main Activity	Score	2 <sup>nd</sup> Activity	Score
No of occupants	Score	Freq of use	Score	Time in use	Score		
				Priority Assessment Total -			
Recommendations				Total Assessment (Customer to complete)			

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Item	Level	Location/Room Number	Survey Type	Sample Reference	Quantity	
6	Ground	Store	Management	As S001	x1	
		<b>Material Description</b>			<b>Material Risk</b>	
		Putty to window glass - same as product identified in item 2, no asbestos detected.			Product Type	Damage
		<b>Additional Information</b>				
					<b>Score</b>	
					<b>Material Risk</b>	
					<b>Accessibility</b>	
		<b>Recommendations</b>			<b>Asbestos Type</b>	
					No Asbestos Detected	
<b>Ceiling</b>		<b>Wall</b>		<b>Flooring</b>		<b>Other</b>
N/A		N/A		N/A		
<b>Job Survey Date</b>		16/10/2020		<b>Surveyor Name(s)</b>	James Anderson	
<b>Bulk Certificate Number</b>		TVS/20/4516		UKAS Laboratory	TVS Analysis Ltd	
Note: Recommendations are based on the Material Assessment scores only and are the opinion of the surveyor at the time of inspection. Please note a Priority Assessment is required to provide a Total Risk Assessment Score. This must be completed by or on behalf of the duty holder.				<b>Priority Assessment (Customer to complete)</b>		
<b>Location</b>	<b>Score</b>	<b>Accessibility</b>	<b>Score</b>	<b>Extent/Amount</b>	<b>Score</b>	
<b>Type of Maint.</b>	<b>Score</b>	<b>Freq of Maint.</b>	<b>Score</b>	<b>Main Activity</b>	<b>Score</b>	<b>2<sup>nd</sup> Activity</b>
<b>No of occupants</b>	<b>Score</b>	<b>Freq of use</b>	<b>Score</b>	<b>Time in use</b>	<b>Score</b>	
<b>Priority Assessment Total -</b>						
<b>Recommendations</b>				<b>Total Assessment (Customer to complete)</b>		

Item	Level	Location/Room Number	Survey Type	Sample Reference	Quantity				
7	Ground	Kitchen	Management						
No Photo Available			Material Description		Material Risk				
			Additional Information Paint finish to ceiling & walls. Plasterboard to wall. Timber door & windows. Timber Kitchen units to walls & floor.		Product Type	Damage	Treatment	Asbestos Type	
					Score				
					Material Risk				
					Accessibility				
			Recommendations			Asbestos Type			
						See Item 10			
			Ceiling		Wall		Flooring		Other
			Timber cladding		Timber cladding		Timber		
			Job Survey Date		16/10/2020		Surveyor Name(s)		James Anderson
Bulk Certificate Number		TVS/20/4516		UKAS Laboratory		TVS Analysis Ltd			
Note: Recommendations are based on the Material Assessment scores only and are the opinion of the surveyor at the time of inspection. Please note a Priority Assessment is required to provide a Total Risk Assessment Score. This must be completed by or on behalf of the duty holder.			Priority Assessment (Customer to complete)						
Location	Score	Accessibility	Score	Extent/Amount	Score				
Type of Maint.	Score	Freq of Maint.	Score	Main Activity	Score	2 <sup>nd</sup> Activity			
No of occupants	Score	Freq of use	Score	Time in use	Score				
Priority Assessment Total -									
Recommendations			Total Assessment (Customer to complete)						

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Item	Level	Location/Room Number	Survey Type	Sample Reference	Quantity		
8	Ground	Kitchen	Management	As S001	x2		
		Material Description			Material Risk		
		Putty to window glass - same as product identified in item 2, no asbestos detected.			Product Type	Damage	Treatment
		Additional Information			Score		
					Material Risk		
					Accessibility		
		Recommendations			Asbestos Type		
					No Asbestos Detected		
Ceiling		Wall		Flooring		Other	
N/A		N/A		N/A			
Job Survey Date		16/10/2020		Surveyor Name(s)		James Anderson	
Bulk Certificate Number		TVS/20/4516		UKAS Laboratory		TVS Analysis Ltd	
Note: Recommendations are based on the Material Assessment scores only and are the opinion of the surveyor at the time of inspection. Please note a Priority Assessment is required to provide a Total Risk Assessment Score. This must be completed by or on behalf of the duty holder.				Priority Assessment (Customer to complete)			
Location	Score	Accessibility	Score	Extent/Amount	Score		
Type of Maint.	Score	Freq of Maint.	Score	Main Activity	Score	2 <sup>nd</sup> Activity	Score
No of occupants	Score	Freq of use	Score	Time in use	Score		
				Priority Assessment Total -			
Recommendations				Total Assessment (Customer to complete)			

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Item	Level	Location/Room Number	Survey Type	Sample Reference	Quantity		
9	Ground	Kitchen	Management	S002	x2		
		Material Description		Material Risk			
		Pad to sink & draining board - sample sent for analysis, result of analysis was N.A.D.I.S.		Product Type	Damage	Treatment	Asbestos Type
		Additional Information		Score			
		Material Risk					
		Accessibility					
		Recommendations		Asbestos Type			
				No Asbestos Detected In Sample			
Ceiling		Wall		Flooring		Other	
N/A		N/A		N/A			
Job Survey Date		16/10/2020		Surveyor Name(s)		James Anderson	
Bulk Certificate Number		TVS/20/4516		UKAS Laboratory		TVS Analysis Ltd	
Note: Recommendations are based on the Material Assessment scores only and are the opinion of the surveyor at the time of inspection. Please note a Priority Assessment is required to provide a Total Risk Assessment Score. This must be completed by or on behalf of the duty holder.				Priority Assessment (Customer to complete)			
Location	Score	Accessibility	Score	Extent/Amount	Score		
Type of Maint.	Score	Freq of Maint.	Score	Main Activity	Score	2 <sup>nd</sup> Activity	Score
No of occupants	Score	Freq of use	Score	Time in use	Score		
				Priority Assessment Total -			
Recommendations				Total Assessment (Customer to complete)			

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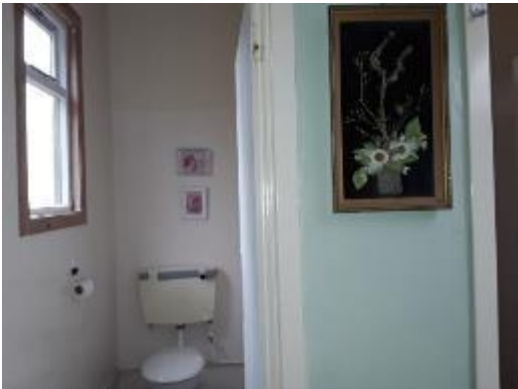
Item	Level	Location/Room Number	Survey Type	Sample Reference	Quantity		
10	Ground	Kitchen	Management		x1		
 		Material Description		Material Risk			
		Sadia water heater - No access to live services, item is Presumed to contain ACM's.		Product Type	Damage	Treatment	Asbestos Type
		Additional Information					
				Score			
				Material Risk			
				Accessibility			
				Recommendations		Asbestos Type	
				As per CAR 2012, regular inspection is required.		Presumed	
		Ceiling		Wall		Flooring	
N/A		N/A		N/A			
Job Survey Date		16/10/2020		Surveyor Name(s)		James Anderson	
Bulk Certificate Number		TVS/20/4516		UKAS Laboratory		TVS Analysis Ltd	
Note: Recommendations are based on the Material Assessment scores only and are the opinion of the surveyor at the time of inspection. Please note a Priority Assessment is required to provide a Total Risk Assessment Score. This must be completed by or on behalf of the duty holder.				Priority Assessment (Customer to complete)			
Location	Score	Accessibility	Score	Extent/Amount	Score		
Type of Maint.	Score	Freq of Maint.	Score	Main Activity	Score	2 <sup>nd</sup> Activity	Score
No of occupants	Score	Freq of use	Score	Time in use	Score		
				Priority Assessment Total -			
Recommendations				Total Assessment (Customer to complete)			

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Item	Level	Location/Room Number	Survey Type	Sample Reference	Quantity		
11	Ground	Corridor	Management				
 		<b>Material Description</b>		<b>Material Risk</b>			
				Product Type	Damage	Treatment	Asbestos Type
		<b>Additional Information</b>					
		Paint finish to ceiling & walls. Plastered brick & timber cladding walls. Timber door. Loft hatch within room.					
				<b>Score</b>			
				<b>Material Risk</b>			
				<b>Accessibility</b>			
				<b>Asbestos Type</b>			
				No Asbestos Detected			
		<b>Ceiling</b>		<b>Wall</b>		<b>Flooring</b>	
Timber cladding		Plastered brick		Timber			
<b>Job Survey Date</b>		16/10/2020		<b>Surveyor Name(s)</b>		James Anderson	
<b>Bulk Certificate Number</b>		TVS/20/4516		<b>UKAS Laboratory</b>		TVS Analysis Ltd	
Note: Recommendations are based on the Material Assessment scores only and are the opinion of the surveyor at the time of inspection. Please note a Priority Assessment is required to provide a Total Risk Assessment Score. This must be completed by or on behalf of the duty holder.				Priority Assessment (Customer to complete)			
<b>Location</b>	<b>Score</b>	<b>Accessibility</b>	<b>Score</b>	<b>Extent/Amount</b>	<b>Score</b>		
<b>Type of Maint.</b>	<b>Score</b>	<b>Freq of Maint.</b>	<b>Score</b>	<b>Main Activity</b>	<b>Score</b>	<b>2<sup>nd</sup> Activity</b>	<b>Score</b>
<b>No of occupants</b>	<b>Score</b>	<b>Freq of use</b>	<b>Score</b>	<b>Time in use</b>	<b>Score</b>		
<b>Priority Assessment Total -</b>							
<b>Recommendations</b>				<b>Total Assessment (Customer to complete)</b>			

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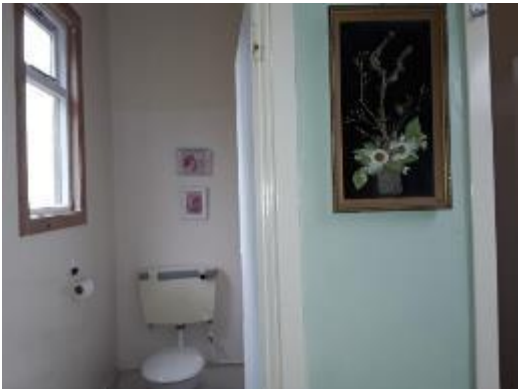


Item	Level	Location/Room Number	Survey Type	Sample Reference	Quantity		
12	Ground	Ladies W.C.	Management				
		<b>Material Description</b>			<b>Material Risk</b>		
		<b>Additional Information</b> Paint finish to ceiling & walls. Timber cladding & plasterboard ceilings. Timber doors. Plastic & ceramic sanitary goods. Metal & plastic service pipes. Plastic skylight to timber frame.			Product Type	Damage	Treatment
					<b>Score</b>		
					<b>Material Risk</b>		
					<b>Accessibility</b>		
			<b>Recommendations</b>		<b>Asbestos Type</b>		
					No Asbestos Detected		
<b>Ceiling</b>		<b>Wall</b>		<b>Flooring</b>		<b>Other</b>	
Timber cladding		Plastered brick		Timber			
<b>Job Survey Date</b>		16/10/2020		<b>Surveyor Name(s)</b>		James Anderson	
<b>Bulk Certificate Number</b>		TVS/20/4516		<b>UKAS Laboratory</b>		TVS Analysis Ltd	
Note: Recommendations are based on the Material Assessment scores only and are the opinion of the surveyor at the time of inspection. Please note a Priority Assessment is required to provide a Total Risk Assessment Score. This must be completed by or on behalf of the duty holder.				Priority Assessment (Customer to complete)			
<b>Location</b>	<b>Score</b>	<b>Accessibility</b>	<b>Score</b>	<b>Extent/Amount</b>	<b>Score</b>		
<b>Type of Maint.</b>	<b>Score</b>	<b>Freq of Maint.</b>	<b>Score</b>	<b>Main Activity</b>	<b>Score</b>	<b>2<sup>nd</sup> Activity</b>	<b>Score</b>
<b>No of occupants</b>	<b>Score</b>	<b>Freq of use</b>	<b>Score</b>	<b>Time in use</b>	<b>Score</b>		
				<b>Priority Assessment Total -</b>			
<b>Recommendations</b>				<b>Total Assessment (Customer to complete)</b>			



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Item	Level	Location/Room Number	Survey Type	Sample Reference	Quantity		
13	Ground	Ladies W.C.	Management	S003	x1		
		Material Description		Material Risk			
		Felt to edge of skylight - sample sent for analysis, result of analysis was N.A.D.I.S.		Product Type	Damage	Treatment	Asbestos Type
		Additional Information		Score			
				Material Risk			
				Accessibility			
		Recommendations		Asbestos Type			
				No Asbestos Detected In Sample			
Ceiling		Wall		Flooring		Other	
N/A		N/A		N/A			
Job Survey Date		16/10/2020		Surveyor Name(s)		James Anderson	
Bulk Certificate Number		TVS/20/4516		UKAS Laboratory		TVS Analysis Ltd	
Note: Recommendations are based on the Material Assessment scores only and are the opinion of the surveyor at the time of inspection. Please note a Priority Assessment is required to provide a Total Risk Assessment Score. This must be completed by or on behalf of the duty holder.				Priority Assessment (Customer to complete)			
Location	Score	Accessibility	Score	Extent/Amount	Score		
Type of Maint.	Score	Freq of Maint.	Score	Main Activity	Score	2 <sup>nd</sup> Activity	Score
No of occupants	Score	Freq of use	Score	Time in use	Score		
				Priority Assessment Total -			
Recommendations				Total Assessment (Customer to complete)			



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Item	Level	Location/Room Number	Survey Type	Sample Reference	Quantity		
14	Ground	Gents W.C.	Management				
		<b>Material Description</b>			<b>Material Risk</b>		
		<b>Additional Information</b> Paint finish to ceiling & walls. Timber cladding & plastered brick walls. Timber doors & window. Plastic & ceramic sanitary goods. Metal & plastic service pipes.			Product Type	Damage	Treatment
					<b>Score</b>		
					<b>Material Risk</b>		
					<b>Accessibility</b>		
			<b>Recommendations</b>		<b>Asbestos Type</b>		
					No Asbestos Detected		
<b>Ceiling</b>		<b>Wall</b>		<b>Flooring</b>		<b>Other</b>	
Timber cladding		Plastered brick		Timber			
<b>Job Survey Date</b>		16/10/2020		<b>Surveyor Name(s)</b>		James Anderson	
<b>Bulk Certificate Number</b>		TVS/20/4516		<b>UKAS Laboratory</b>		TVS Analysis Ltd	
Note: Recommendations are based on the Material Assessment scores only and are the opinion of the surveyor at the time of inspection. Please note a Priority Assessment is required to provide a Total Risk Assessment Score. This must be completed by or on behalf of the duty holder.				Priority Assessment (Customer to complete)			
<b>Location</b>	<b>Score</b>	<b>Accessibility</b>	<b>Score</b>	<b>Extent/Amount</b>	<b>Score</b>		
<b>Type of Maint.</b>	<b>Score</b>	<b>Freq of Maint.</b>	<b>Score</b>	<b>Main Activity</b>	<b>Score</b>	<b>2<sup>nd</sup> Activity</b>	<b>Score</b>
<b>No of occupants</b>	<b>Score</b>	<b>Freq of use</b>	<b>Score</b>	<b>Time in use</b>	<b>Score</b>		
				<b>Priority Assessment Total -</b>			
<b>Recommendations</b>				<b>Total Assessment (Customer to complete)</b>			



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Item	Level	Location/Room Number	Survey Type	Sample Reference	Quantity		
15	Ground	Gents W.C.	Management	As S001	x1		
		Material Description			Material Risk		
		Putty to window glass - same as product identified in item 2, no asbestos detected.			Product Type	Damage	Treatment
		Additional Information			Asbestos Type		
					Score		
					Material Risk		
					Accessibility		
		Recommendations			Asbestos Type		
					No Asbestos Detected		
Ceiling		Wall		Flooring		Other	
N/A		N/A		N/A			
Job Survey Date		16/10/2020		Surveyor Name(s)	James Anderson		
Bulk Certificate Number		TVS/20/4516		UKAS Laboratory	TVS Analysis Ltd		
Note: Recommendations are based on the Material Assessment scores only and are the opinion of the surveyor at the time of inspection. Please note a Priority Assessment is required to provide a Total Risk Assessment Score. This must be completed by or on behalf of the duty holder.				Priority Assessment (Customer to complete)			
Location	Score	Accessibility	Score	Extent/Amount	Score		
Type of Maint.	Score	Freq of Maint.	Score	Main Activity	Score	2 <sup>nd</sup> Activity	Score
No of occupants	Score	Freq of use	Score	Time in use	Score		
				Priority Assessment Total -			
Recommendations					Total Assessment (Customer to complete)		

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Item	Level	Location/Room Number	Survey Type	Sample Reference	Quantity		
16	Ground	Gents W.C.	Management	S004	x1		
		<b>Material Description</b>			<b>Material Risk</b>		
		Cistern above urinal - sample sent for analysis, result of analysis was N.A.D.I.S.			Product Type	Damage	Treatment
		<b>Additional Information</b>					
					<b>Score</b>		
					<b>Material Risk</b>		
					<b>Accessibility</b>		
		<b>Recommendations</b>			<b>Asbestos Type</b>		
					No Asbestos Detected In Sample		
<b>Ceiling</b>		<b>Wall</b>		<b>Flooring</b>		<b>Other</b>	
N/A		N/A		N/A			
<b>Job Survey Date</b>		16/10/2020		<b>Surveyor Name(s)</b>		James Anderson	
<b>Bulk Certificate Number</b>		TVS/20/4516		<b>UKAS Laboratory</b>		TVS Analysis Ltd	
Note: Recommendations are based on the Material Assessment scores only and are the opinion of the surveyor at the time of inspection. Please note a Priority Assessment is required to provide a Total Risk Assessment Score. This must be completed by or on behalf of the duty holder.				<b>Priority Assessment (Customer to complete)</b>			
<b>Location</b>	<b>Score</b>	<b>Accessibility</b>	<b>Score</b>	<b>Extent/Amount</b>	<b>Score</b>		
<b>Type of Maint.</b>	<b>Score</b>	<b>Freq of Maint.</b>	<b>Score</b>	<b>Main Activity</b>	<b>Score</b>	<b>2<sup>nd</sup> Activity</b>	<b>Score</b>
<b>No of occupants</b>	<b>Score</b>	<b>Freq of use</b>	<b>Score</b>	<b>Time in use</b>	<b>Score</b>		
<b>Priority Assessment Total -</b>							
<b>Recommendations</b>				<b>Total Assessment (Customer to complete)</b>			

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Item	Level	Location/Room Number	Survey Type	Sample Reference	Quantity		
17	Ground	Loft	Management				
		Material Description			Material Risk		
		Additional Information Timber roof trusses & inner lining to roof. Metal flue pipe.			Product Type	Damage	Treatment
Score							
		Material Risk					
		Accessibility					
Recommendations			Asbestos Type				
			No Asbestos Detected				
Ceiling		Wall		Flooring		Other	
Timber		Profiled metal sheet		Timber			
Job Survey Date		16/10/2020		Surveyor Name(s)		James Anderson	
Bulk Certificate Number		TVS/20/4516		UKAS Laboratory		TVS Analysis Ltd	
Note: Recommendations are based on the Material Assessment scores only and are the opinion of the surveyor at the time of inspection. Please note a Priority Assessment is required to provide a Total Risk Assessment Score. This must be completed by or on behalf of the duty holder.				Priority Assessment (Customer to complete)			
Location	Score	Accessibility	Score	Extent/Amount	Score		
Type of Maint.	Score	Freq of Maint.	Score	Main Activity	Score	2 <sup>nd</sup> Activity	Score
No of occupants	Score	Freq of use	Score	Time in use	Score		
Priority Assessment Total -							
Recommendations				Total Assessment (Customer to complete)			

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Item	Level	Location/Room Number	Survey Type	Sample Reference	Quantity			
18	Ground	Loft	Management	S005	12 m <sup>2</sup>			
		Material Description			Material Risk			
		Felt to gable end walls - sample sent for analysis, result of analysis was N.A.D.I.S.			Product Type	Damage	Treatment	Asbestos Type
		Additional Information			Score			
					Material Risk			
		Recommendations			Accessibility			
					Asbestos Type			
		No Asbestos Detected In Sample						
Ceiling		Wall		Flooring		Other		
N/A		N/A		N/A				
Job Survey Date		16/10/2020		Surveyor Name(s)		James Anderson		
Bulk Certificate Number		TVS/20/4516		UKAS Laboratory		TVS Analysis Ltd		
Note: Recommendations are based on the Material Assessment scores only and are the opinion of the surveyor at the time of inspection. Please note a Priority Assessment is required to provide a Total Risk Assessment Score. This must be completed by or on behalf of the duty holder.				Priority Assessment (Customer to complete)				
Location	Score	Accessibility	Score	Extent/Amount	Score			
Type of Maint.	Score	Freq of Maint.	Score	Main Activity	Score	2 <sup>nd</sup> Activity	Score	
No of occupants	Score	Freq of use	Score	Time in use	Score			
				Priority Assessment Total -				
Recommendations					Total Assessment (Customer to complete)			



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Item	Level	Location/Room Number	Survey Type	Sample Reference	Quantity		
19	External	General	Management				
		Material Description			Material Risk		
		Profiled cement sheets to roof. Plastic rainwater goods. Timber soffits and fascia. Timber windows. UPVC doors.			Product Type	Damage	Treatment
Additional Information					Score		
		Recommendations			Asbestos Type		
					See Item 21		
Ceiling		Wall		Flooring		Other	
N/A		Profiled metal sheeting		N/A			
Job Survey Date		16/10/2020		Surveyor Name(s)		James Anderson	
Bulk Certificate Number		TVS/20/4516		UKAS Laboratory		TVS Analysis Ltd	
Note: Recommendations are based on the Material Assessment scores only and are the opinion of the surveyor at the time of inspection. Please note a Priority Assessment is required to provide a Total Risk Assessment Score. This must be completed by or on behalf of the duty holder.				Priority Assessment (Customer to complete)			
Location	Score	Accessibility	Score	Extent/Amount	Score		
Type of Maint.	Score	Freq of Maint.	Score	Main Activity	Score	2 <sup>nd</sup> Activity	Score
No of occupants	Score	Freq of use	Score	Time in use	Score		
Priority Assessment Total -							
Recommendations				Total Assessment (Customer to complete)			

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Item	Level	Location/Room Number	Survey Type	Sample Reference	Quantity			
20	External	Main Hall	Management	S006	1 m <sup>2</sup>			
No Photo Available			Material Description		Material Risk			
			Fibrous infill panel above door - sample sent for analysis, result of analysis was N.A.D.I.S.		Product Type	Damage	Treatment	Asbestos Type
			Additional Information					
			No Photo Available		Score			
					Material Risk			
					Accessibility			
					Recommendations		Asbestos Type	
					No Asbestos Detected In Sample			
			Ceiling	Wall	Flooring		Other	
			N/A	N/A	N/A			
Job Survey Date	16/10/2020	Surveyor Name(s)	James Anderson					
Bulk Certificate Number	TVS/20/4516	UKAS Laboratory	TVS Analysis Ltd					
Note: Recommendations are based on the Material Assessment scores only and are the opinion of the surveyor at the time of inspection. Please note a Priority Assessment is required to provide a Total Risk Assessment Score. This must be completed by or on behalf of the duty holder.			Priority Assessment (Customer to complete)					
Location	Score	Accessibility	Score	Extent/Amount	Score			
Type of Maint.	Score	Freq of Maint.	Score	Main Activity	Score	2 <sup>nd</sup> Activity	Score	
No of occupants	Score	Freq of use	Score	Time in use	Score			
Priority Assessment Total -								
Recommendations				Total Assessment (Customer to complete)				

Item	Level	Location/Room Number	Survey Type	Sample Reference	Quantity			
21	External	Roof	Management	S007	450 m <sup>2</sup>			
 		Material Description			Material Risk			
		<p>Profiled sheets to roof - sample sent for analysis, product identified as being an ACM.</p>			Product Type	Damage	Treatment	Asbestos Type
		Additional Information			1	2	1	1
		Total of 150 x 3m x 1m sheets to roof.						
					Score			
					5			
					Material Risk			
					Low			
					Accessibility			
					Medium			
			Recommendations			Asbestos Type		
			Removal of asbestos containing materials is recommended.			Chrysotile		
Ceiling		Wall		Flooring		Other		
N/A		N/A		N/A				
Job Survey Date		16/10/2020		Surveyor Name(s)		James Anderson		
Bulk Certificate Number		TVS/20/4516		UKAS Laboratory		TVS Analysis Ltd		
Note: Recommendations are based on the Material Assessment scores only and are the opinion of the surveyor at the time of inspection. Please note a Priority Assessment is required to provide a Total Risk Assessment Score. This must be completed by or on behalf of the duty holder.				Priority Assessment (Customer to complete)				
Location	Score	Accessibility	Score	Extent/Amount	Score			
Type of Maint.	Score	Freq of Maint.	Score	Main Activity	Score	2 <sup>nd</sup> Activity	Score	
No of occupants	Score	Freq of use	Score	Time in use	Score			
				Priority Assessment Total -				
Recommendations				Total Assessment (Customer to complete)				

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# TVS Analysis

Unit 821, Birchwood Boulevard, Birchwood, Warrington, Cheshire. WA3 7QZ  
 Telephone/Fax: (01925) 811622 E-mail: [tvsanalysis@btconnect.com](mailto:tvsanalysis@btconnect.com)



2684

## CERTIFICATE OF ASBESTOS FIBRE IDENTIFICATION.

Customer Name and Address: Highland Asbestos Services, 60 Seafield Road, Inverness. IV1 1SG.  
 Site Reference: HAS1681 – Melvich Village Hall, Melvich, Portskerra, Thurso. KW14 7YL  
 Date Received: 22/10/20 Certificate Number: TVS/20/4516  
 Date Analysed: 22/10/20 Analyst: J Chamun

Sample Number	**Sample Location	*Description of Product	Content	
Lab	Customer			
001	S001	To Window Glass Main Hall	Putty	No Asbestos Detected
002	S002	To Sink & Draining Board Kitchen	Bituminous Sink Pad	No Asbestos Detected
003	S003	To Edge of Skylight Ladies Toilet	Bituminous Felt	No Asbestos Detected
004	S004	Above Urinals Gents Toilet	Cistern	No Asbestos Detected
005	S005	To Gable Walls Attic	Bituminous Felt	No Asbestos Detected
006	S006	Fibrous Infill Panel Above Door External to Main Hall	Insulating Board	No Asbestos Detected
007	S007	Profiled Sheets to Roof External to Roof	Cement	Chrysotile

Approved: Sign:

Date: 22/10/20  
(Issued)

Print: N Tully  
(Approved Signatory)

Samples detailed above have been analysed qualitatively for asbestos by polarized light & dispersion staining as described in our in-house procedures (Appendix 1 of our 'Quality Manual Policy and Procedures'), based on the content of HSG 248 Appendix 2. The report shall not be reproduced except in full without our approval and the laboratory can provide assurances that parts of the report are not taken out of context.\*Description of Product is outside the scope of our UKAS accreditation. \*\*TVS Analysis Ltd accepts no responsibility for errors which may have arisen during sampling or transportation of samples and cannot take responsibility for the accuracy, representative nature and location of samples taken by external customers.

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Hi Norman,

If you are still available on 16<sup>th</sup> October to do our Asbestos Inspection, I can confirm the go ahead following your quotation.

If you can let me know an estimated time of arrival I can ensure Davey Hodge is on site to give you access to the hall.

Is there anything we need to do in advance of your arrival?

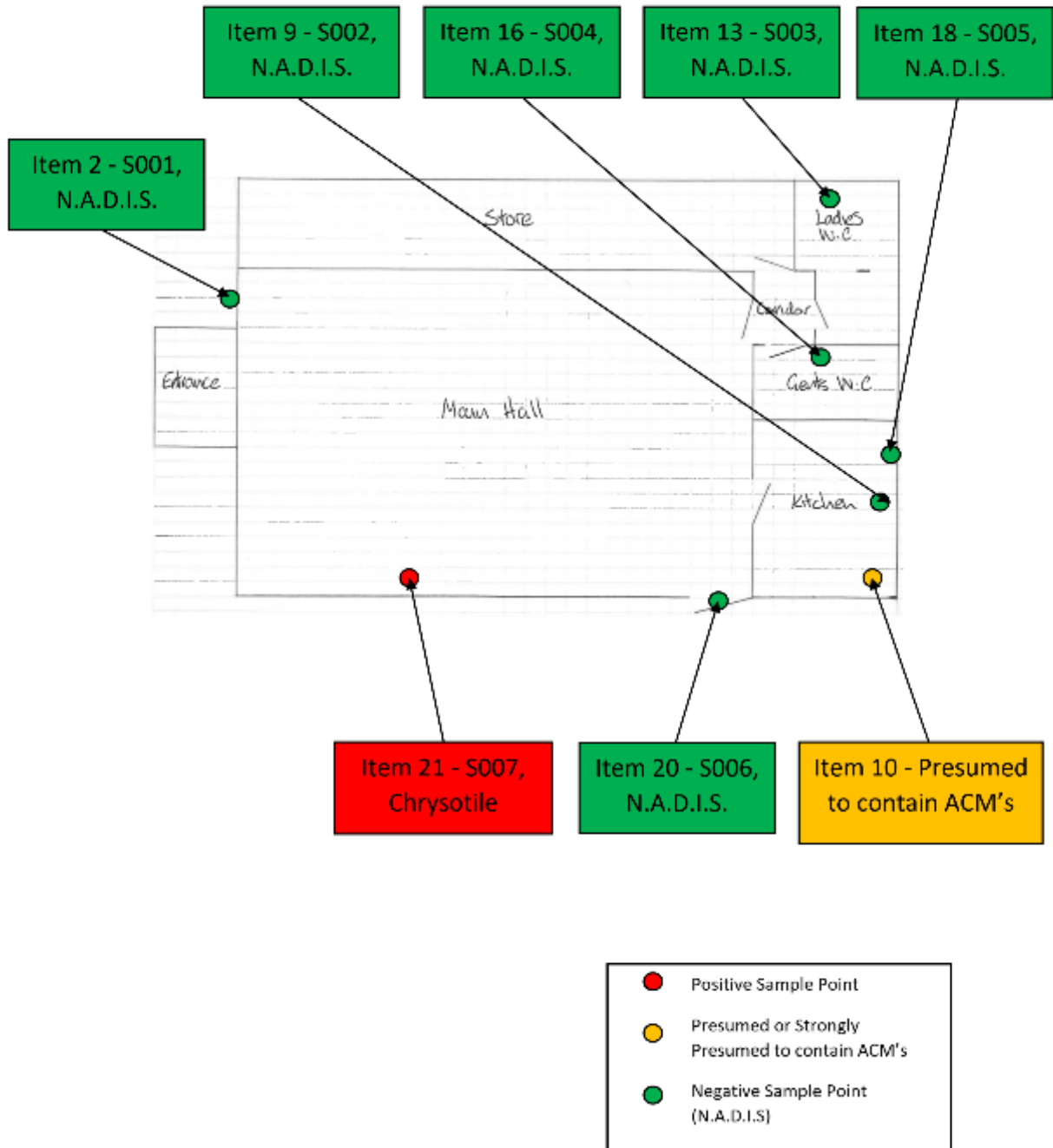
Kind regards,

Sent from [Mail](#) for Windows 10  
Trudy Perry  
Melvich Village Hall Association  
Acting Secretary  
[Trudy.perry@live.co.uk](mailto:Trudy.perry@live.co.uk)  
01641 531 747

Mailing address:  
Melvich Village Hall Association  
c/o Robert Kerr  
Seaview  
108 Portskerra Road  
Portskerra  
Melvich  
Sutherland  
KW14 7YL

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Melvich Village Hall - Floor Plans/Sample Points



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