

NON-LICENSABLE WORK WITH ASBESTOS INCLUDING NNLW



This syllabus sets out the guidance issued by the UK Asbestos Training Association (UKATA) for the provision of non-licensed asbestos training as contained within the Control of Asbestos Regulations 2012 (CAR). The document provides the syllabus for the training along with guidance on the minimum content of all courses. Trainers can offer bespoke or tailored training for the remainder of any training session but the core content MUST be adhered to.

The Control of Asbestos Regulations 2012, Regulation 10 requires every employer to ensure that adequate information, instruction and training is given to their employees who are or who are liable to be exposed to asbestos, or who supervise such employees. Control of Asbestos Regulations 2012, Regulation 10, Paragraph 128 - 131 specifies the training that is required for those working with non-licensed asbestos containing materials as defined by CAR 2012 Reg 3(2). This is also further stated in the Health and Safety Guidance Document HSG 210 – Essentials Task Manual, Fourth Edition.

PURPOSE/SCOPE

To provide the delegate with the theoretical and practical skills to undertake non-licensed works with ACM's. Persons requiring this type of training would include trade operatives undertaking tasks with ACM's as defined in HSG210 and in accordance with CAR 2012 Reg 3(2).

On successful completion of this course, delegates should be able to:

- Be familiar with what works are classified as non-licensed;
- Be familiar with the control measures that will be required to undertake non-licensed work with asbestos containing materials;
- How to undertake specific task as laid down in HSG210, Essential Task Manual including, but not limited to;
 - Drilling holes through AIB and textured coating;
 - Removal of small AIB panels;
 - Removal of asbestos cement based products;
 - Removal of articles containing asbestos such as floor tiles, gaskets etc.
- Understand the requirements to prevent the spread of asbestos and control exposure when working with non-licensed asbestos containing materials;
- How to deal with the waste generated from undertaking tasks with non-licensed asbestos containing materials;
- How to adequately decontaminate after working with non-licensed asbestos containing materials.

OCCUPATIONAL RELEVANCE

Any persons carrying out non-licensed works with asbestos containing materials, as laid down in CAR 2012, Reg 3(2). This would normally include, but is not limited to, trade operatives such as demolition workers, construction workers, general maintenance staff, electricians, plumbers, gas fitters, painters and decorators, joiners, shop fitters, plasterers, roofers, heating and ventilation engineers, telecommunication engineers, computer installers, fire and burglar alarm installers, architects, building surveyors and other such professionals or any other persons likely to disturb and carry out work on asbestos containing materials as defined in CAR 2012.

Delegate Prerequisites	UKATA Asbestos Awareness
Individual Learning Needs	The Individual learning needs of delegates must be assessed by the Tutor prior to the course commencing and the training adapted where necessary.

DURATION

B1) Initial training with no previous asbestos awareness training undertaken: The expected duration for this training will be 1 ½ days or a minimum of 9 learning hours, this training must include the asbestos awareness element as laid down in UKATA document A0022.

B2) Initial training with previous UKATA certificated asbestos awareness training within 6 months of the start date. Verification of the asbestos awareness training must be undertaken by the training provider and must be no more than six months from the date of the asbestos awareness training, should the asbestos awareness training fall outside of this then B1 training will be required. The expected duration for this training will be 1 day or a minimum of 6 learning hours.

B3) Refresher training having undergone B1, B2 or B3 above within the last 12 months. Previous training certification should be verified to ensure that this was undertaken within the last 12 months and also by a UKATA Training Provider, failure to demonstrate this will require B1 training as above. The expected duration for the refresher training will be determined by the training provider carrying out a training needs analysis and should be no less than 3 learning hours.

NB: Once a full UKATA course has been successfully completed, thereafter the UKATA refresher course is based on TNA.

INSTRUCTION/SUPERVISION

As a minimum, all UKATA Tutors meet the following criteria for delivering UKATA Asbestos Awareness training:

- Tutors are subject to a Tutor Knowledge Test via the UKATA online Tutor Registration System. The Tutor Knowledge Test assesses key knowledge and presentation skills in the form of an online exam. The Tutor must successfully pass the Tutor Knowledge Test.
- Tutors must have a minimum of at least three years' experience (within the past five years) in the asbestos industry. This will be taken to include, surveying, analytical, removal, consultancy, training, management etc. and must be able to demonstrate a comprehensive practical working knowledge, within the asbestos industry including its legislative requirements;
- Be able to demonstrate experience of delivering Non-Licensable training courses;
- Hold a suitable asbestos qualification recognised by the asbestos industry, which may include; asbestos surveying, asbestos management or asbestos removal, or other such qualifications that UKATA deems to be acceptable;
- A successful UKATA Audit, or an internal Audit undertaken by the Member company they are working for at the highest category of training the Tutor will deliver on behalf of the Member.

DELIVERY

Training must be delivered in a suitable environment and in accordance with the Guidance on Minimum Standards for Training Centres. All equipment must be of a suitable quality and quantity for delegates to achieve learning outcomes and must comply with relevant legislation.

The class size and delegate/tutor ratio must allow training to be delivered in a safe manner and enable delegates to achieve the learning outcomes.

It is recommended that for the theory elements the maximum delegate/tutor ratio is no more than twelve/one (12 delegates to 1 tutor).

When practical demonstration is undertaken this should be reduced to six/one (6 delegates to 1 tutor). Another tutor can be used to assist in the practical, alternatively this element can be staggered.

For refresher training the delegate/tutor ratio should be the same as the theory element set at twelve/one (12 delegates to 1 tutor). Should the training needs analysis demonstrate that additional practical training is required the ratio should be reduced to six/one (6 delegates to 1 tutor).

ASSESSMENT

Attainment of the learning outcome for the qualification will be assessed by a multiple-choice examination consisting of at least 30 questions under exam conditions. At the discretion of the Training Provider, the delegates shall be allowed to refer to any notes they make during the training sessions and the course notes or training manual provided by the Training Provider.

A candidate will be required to achieve a score of at least 24 out of 30 (80%) in the examination. Failure to achieve this will result in the delegate requiring to re-sit the examination under exam conditions. If a delegate further fails the second attempt then they will be required to re-sit the course in its entirety.

Notes:

- The examination should have a completion time of approximately 40 minutes, however the Tutor should recognise that delegates learning needs are varied and thus the time stated is for guidance only.
- The varied needs of delegates also includes the ability to fully comprehend written English and the Tutor may read out the questions to assist such delegates, however no assistance may be offered in respect of providing answers.

QUALITY ASSURANCE

Quality Assurance against this Syllabus requires approval of the presentation materials, exam papers, course handouts and tutor narrative. UKATA is a member of The CPD Certification Service and all UKATA syllabi have been accredited by The CPD Certification Service.

Audits are conducted by UKATA in order to demonstrate compliance with the training requirements outlined in UKATA Syllabi for each specific level of training, the Control of Asbestos Regulations 2012 and any subsequent amendments and any other guidance pertaining to asbestos training issued by the enforcing authorities such as the HSE.

All Tutors are required to maintain a CPD record in line with UKATA requirements.

RENEWAL/REFRESHER

All UKATA certificates carry a 12-month expiration date.

Renewal/Refresher training should be carried out annually and based on TNA.

Note: Normally training is carried out annually. In extenuating circumstances, refresher training can be delivered after certificate expiry (up to 6 months). The employer should, in this case, carry out a TNA and discuss the training requirements with the training provider.

To find a local training provider visit



www.ukata.org.uk

or contact our team on



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