

Formative Practical Assessment — Guidance for Tutors and Candidates

P402 - Surveying and Sampling Strategies for Asbestos in Buildings

1 Overview

Candidates taking the P402 – Surveying and Sampling Strategies for Asbestos in Buildings module are required to have the requisite skills to take bulk samples of asbestos-containing materials (ACMs) safely. This is an essential part of carrying out an asbestos building survey.

The formative practical assessment is designed to enable candidates to demonstrate that they have achieved the relevant skills by carrying out a number of practical tasks. All candidates must undertake the tasks at an appropriate time during the course under the supervision of the course tutor. The tutor may be assisted by other appropriately qualified and experienced people if necessary.

The assessment is open-book and candidates are permitted to access written reference materials and written procedures during the tasks but not electronic databases.

The course tutor is permitted to support candidates who are experiencing difficulties in carrying out one or more of the tasks, for example by providing verbal feedback or by demonstrating correct techniques. However, to complete the assessment, candidates must demonstrate a satisfactory level of proficiency in all tasks independently and without support.

Candidates who do not complete the tasks are permitted to take the written and practical examinations but will not be awarded the module. Candidates are permitted to re-sit the assessment with a training provider.

2 The Practical Requirements

Candidates must demonstrate their capability to take samples from two different types of material using safe working methods.

One type of material must be pipe insulation and training providers are permitted to select the second type of material from the BOHS approved list.

This means that candidates must complete two tasks, and each task has two parts:

Task 1 – Sampling Pipe Insulation	
Candidates are required to:	
<p>Part 1: Take a sample of pipe insulation demonstrating safe working methods:</p> <ul style="list-style-type: none"> • use of injection with surfactant, • use of core sampler, • use of wet wipes, • making core hole safe after sampling, • retrieval of sample from corer, • cleaning and decontamination of corer, • safe disposal of wet wipes, • use of polythene floor covering. 	<p>Part 2: Understand safety issues related to the sampling of pipe insulation:</p> <ul style="list-style-type: none"> • selection and use of PPE and RPE appropriate for bulk sampling, • safe removal and decontamination.

Task 2 – Sampling Other Material	
Candidates are required to:	
<p>Part 1: Take a sample from one of the following materials demonstrating safe working methods:</p> <ul style="list-style-type: none"> • Insulating board/ceiling tiles: selection of suitable sampling point, use of water/surfactant sprays, sampling with sharp knife or chisel, sealing of exposed surface, cleaning up debris, use of polythene floor covering. • Floor tiles: selection of suitable sampling point, sampling with a sharp knife, sealing of exposed surface, cleaning up debris • Asbestos cement: selection of suitable sampling point, use of water/surfactant sprays, sampling with pliers or screwdriver blade, sealing of exposed surface, use of polythene floor covering, cleaning up debris. 	<p>Part 2: Understand safety issues related to the material:</p> <ul style="list-style-type: none"> • selection and use of PPE and RPE appropriate for bulk sampling, • safe removal and decontamination.

The materials used for the assessment must not actually contain asbestos but should possess the physical properties and general appearance of ACMs.

The practical use of all tools used to sample should be included in the assessment. Since the materials being sampled do not contain asbestos, the actual use of respiratory protection (RPE) is not required but candidates must be able to select RPE that is appropriate for the sampling task and discuss its use.

3 Marking and Reporting

The course tutor who assesses the candidates must complete a Formative Practical Assessment Report Form for each candidate, attached at the end of this document. The Report must clearly show if each candidate has achieved a satisfactory or unsatisfactory level of proficiency for each assessment element.

Candidates are required to achieve a satisfactory level of proficiency for each element to complete the assessment.

A copy of the relevant Report may be given to the candidate.

4 Results

The results for each candidate must be sent to BOHS within five working days of the end of the course.

5 Quality Assurance

The assessment is a mandatory part of the assessment and examination process for P402 and is subject to BOHS external quality assurance arrangements, to ensure compliance with requirements and to promote consistency and continuing improvement.

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Assessment Elements

1 Practical Sampling

Tutors should refer to the following check lists to help decide if candidates have demonstrated the required level of proficiency when taking samples from different materials. The check lists are provided for guidance and are not intended as an exhaustive list:

Sampling Pipe Insulation
Secure area and signage
Catch sheet underneath
Sample bags (inner, outer) prepared labelled
Secure surface around sampling point (duct tape)
Wet down with spray and/or injection
Shadow vacuum
Corer prepared with wipe inside and around corer
Take core sample full depth of insulation – i.e. down to pipe
Sample pushed into bag with internal wipe
Bag sealed and double wrapped
Sample hole filled and labelled
Photograph
Corer cleaned off
Sheet wiped over
All cleaning wipes into waste bag
Sampling frequency on pipes (verbal)
Sampling frequency with bends (verbal)

Sampling Ceiling Tiles
Sample bag prepared labelled
Outer sample bag prepared and labelled
Wet down with spray
Pliers wiped down
How deal with serrated pliers [verbal]
Sample into bag
Bag sealed and double wrapped
Sample area sealed over
Sample area labelled
Photograph
Area wiped over
All cleaning wipes into waste bag
Sampling frequency of ceiling tiles (verbal)

Sampling Floor Tiles
Sample bag prepared labelled
Outer sample bag prepared and labelled
Wet down with spray
Stanley knife wiped down
Sample cut
Sample into bag
Bag sealed and double wrapped
Sample hole sealed over
Sample hole labelled
Photograph
Knife cleaned off
Area wiped over
All cleaning wipes into waste bag
Sampling frequency on floor tiles (verbal)

Sampling Asbestos Cement
Sample bag prepared labelled
Outer sample bag prepared and labelled
Wet down with spray
Choose corner section or damaged are to sample
Use pliers or screwdriver blade
Sample into bag
Bag sealed and double wrapped
Sample area sealed over
Sample area labelled
Photograph
Area wiped over
All cleaning wipes into waste bag
Sampling frequency for asbestos cement (verbal)

2 Safety Issues

Tutors should refer to the following check list to help decide if candidates have understood, in discussion, the safety issues associated with taking samples. The check list is provided for guidance and is not intended as an exhaustive list:

Safety Issues
Overall type of PPE to be used
Respiratory protective equipment requirement (type and performance)
How gloves are taken off
How overalls are taken off
What happens to gloves and overalls after removal
When RPE is taken off
How RPE is taken off
How RPE is cleaned
Limitations of RPE (facial hair etc.)
What actions should be taken in case of personal contamination
Use of facilities of decontamination unit
Fully appreciate the safety requirements of surveying

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Training Provider			
Course Start Date		Course End Date	
Location of Course			
Name of Candidate		Date of Birth	
Date of Assessment			

Assessment Element		Tutor Comment on Level of Proficiency¹
1	PIPE INSULATION	
1a	Practical Sampling	
1b	Safety Issues	
2	OTHER MATERIAL	<i>Please state type of material</i>
2a	Practical Sampling	
2b	Safety Issues	

I certify that the above candidate has been assessed in accordance with BOHS requirements and has achieved the level of proficiency for each element as shown.

Name of tutor		Signature of tutor	
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¹Tutor must enter 'Satisfactory' or 'Unsatisfactory' for each element, with additional comments if necessary relating to the candidate's ability and expertise in that element.

