

**IP404 International Proficiency Qualification**

# Air Monitoring, Clearance Inspections and Reoccupation Following the Removal of Asbestos Qualification specification

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## Section 1

### About BOHS

#### **BOHS - The Chartered Society for Worker Health Protection**

BOHS is the Chartered Society for Worker Health Protection. Our vision is to create a healthy working environment for everyone by preventing exposure to hazardous substances in the workplace.

Founded in 1953, we have developed over the last 60 years into a highly respected and influential body on workplace health issues, working closely with organisations in the UK and overseas to promote our vision. We are a registered charity, professional society and a member of the International Occupational Hygiene Association which is recognised as a non-government organisation by the International Labour Organisation (ILO) and the World Health Organization (WHO).

We were awarded a Royal Charter in 2013 in recognition of our pre-eminent role in protecting worker health.

BOHS is a membership organisation, open to anyone who has an interest in workplace health issues, and we have over 1800 members in 57 countries.

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#### **BOHS courses and qualifications – the quality choice**

We are the leading awarding body in our field. Our UK courses and qualifications are recognised and respected by independent agencies such as the Health and Safety Executive (HSE) and the United Kingdom Accreditation Service (UKAS), and further afield by industry and employers worldwide. Over 60,000 people have taken one of our qualifications through our network of training providers which offer engaging, challenging and practical courses.

Our courses and qualifications are overseen by a team of highly experienced professionals who are dedicated to developing the competence and career opportunities for the many thousands of people who play a key role in protecting worker health, in diverse fields such as asbestos, legionella and control technologies.

Information about all our courses and qualifications is available on our website:

[www.bohs.org/qualifications-training/bohs-qualifications/](http://www.bohs.org/qualifications-training/bohs-qualifications/)

## Section 2

### IP404 at a glance

#### What is the objective?

To provide candidates with a theoretical and practical knowledge of air monitoring and clearance inspections, and provisions for issuing clearance certificates following the removal of asbestos to allow reoccupation.

#### Who is it for?

Anyone residing in a country that does not have a recognised asbestos assessment qualification, and who undertakes clearance testing as part of their work (e.g. asbestos assessors).

#### What are the entry requirements?

- Awareness of the relevant documents which give good practice guidance on post-removal or remediation work for the assessment of reoccupation.
- Experience of undertaking clearance testing (including air sampling and issuing clearance certificates).

#### What are the main subject areas?

- Good practice in asbestos removal or remediation.
- Asbestos Removal Control Plans.
- Air sampling for asbestos.
- Enclosures, clearance air monitoring and reporting.

#### How long does it take?

Normally 3 days as a set course.

#### What level is it?

Level 4 in the BOHS qualifications framework.

#### How do candidates pass it?

Candidates must pass three parts within 12 months:

- Formative practical assessment.
- Written theory examination.
- Written practical examination.

#### Who supports it?

The qualification is cited by WorkSafe New Zealand as a specified asbestos assessor training course.

## Section 3

### Background to the qualification

BOHS has provided asbestos proficiency qualifications in the UK for over 15 years, working closely with globally recognised bodies such as the Health and Safety Executive (HSE) to set educational standards and to spread best practice. In that time, over 45,000 candidates have taken a BOHS asbestos examination.

The risk to health from asbestos in buildings is a worldwide problem and, in response to increasing demand from outside the UK, BOHS is drawing on its expertise to develop a comprehensive suite of international asbestos qualifications for asbestos practitioners. The qualifications focus on all aspects of asbestos management and provide a taste of the different approaches used around the world.

*IP404 Air Monitoring, Clearance Inspections and Reoccupation Following the Removal of Asbestos* is the third in the suite of international asbestos qualifications. For asbestos removal and remediation projects, an independent asbestos assessor should check that control measures are effective and that the affected area is safe to re-occupy at the end of the project. This qualification covers the skills and knowledge an asbestos assessor needs, from air monitoring and clearance testing through to reporting findings and issuing a clearance certificate.

## Section 4

### Key features of the qualification

#### Objective

The qualification is designed to improve the knowledge and skills required by asbestos assessors, up to a standard which is recognised as reducing ill health by minimising the risk of exposure to asbestos in buildings.

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#### Target audience

The qualification is suitable for anyone who:

- Undertakes clearance inspections and air monitoring of asbestos as part of their work (e.g. asbestos assessor);
  - Issues clearance certificates after asbestos clearance procedures.
- 

#### Entry requirements

Before taking the qualification, candidates should be aware of good practice guidance on post-removal or remediation procedures for assessing reoccupation of a building. Candidates will also be expected to have prior experience of undertaking clearance inspections, including air sampling and issuing clearance certificates.

Candidates also need good literacy and numeracy skills to complete the examinations.

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#### Age range

There is no age restriction on candidates taking the qualification, but different countries may impose minimum age requirements for working with asbestos.

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#### Level

The level of a qualification indicates the relative complexity and depth of knowledge and skills required to attain the qualification.

This qualification is set at level 4 in the BOHS qualifications framework. Different countries use different levels but this qualification is comparable to level 4 in the Regulated Qualifications Framework in England and level 5 in the European Qualifications Framework.

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#### Fees

The examination fee for each candidate is published on the BOHS website:

[www.bohs.org/qualifications-training/examination-fees/](http://www.bohs.org/qualifications-training/examination-fees/)

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## Section 5

### Delivering the qualification

#### Teaching and learning time

The IP404 course will normally run over three consecutive days and include 16 hours of study time. This includes 14 hours taught (teaching and formative practical assessment) and two hours of independent study (in the candidate's own time).

The course can be delivered more flexibly, such as on one day per week for three weeks, but should still include 16 hours of study time.

#### Tutors

The course should be taught by tutors who are experienced and qualified/certified asbestos practitioners or occupational hygienists. As a guide, tutors will typically have:

- At least three years' experience in asbestos assessment work;
- A recognised asbestos qualification or a professional occupational hygiene qualification/certification such as:
  - BOHS Certificate of Competence (Asbestos);
  - BOHS P403 and P404 qualifications;
  - BOHS Certificate of Operational Competence;
  - BOHS Diploma of Professional Competence;
  - ABIH Certified Industrial Hygienist;
  - AIOH Certified Occupational Hygienist.

This list is not necessarily exhaustive or definitive.

For delivery in New Zealand, tutors should also be a member of a HASANZ association.

#### Teaching resources

Training providers should have the following facilities and equipment:

- Asbestos remediation enclosure with at least one 3-stage airlock;
- Decontamination unit or model;
- Air monitoring equipment, including calibration and relevant flow set up equipment;
- Appropriate RPE and PPE;
- Appropriate photographs and other items for educational purposes and to be used in the formative assessment, including examples of clearance certificates and Asbestos Removal Control Plans.

## Support for teaching and learning

BOHS provides:

- A comprehensive Student Manual, which covers the full range of subject areas included in the qualification.
  - A support pack for tutors which includes sample examination questions and guidance on the written examinations.
- 

## Language

The course may be delivered in any language but the BOHS teaching and learning materials and the examinations are provided in English only.

Candidates will need the necessary English language skills to benefit from taking the qualification. Further information about English language proficiency is available on the IELTS website: <http://www.ielts.org/default.aspx>

## Section 6

### Syllabus

The qualification is structured into five sections, each with an indicative time allocation:

| Section |  | Time allocation |
|---------|--|-----------------|
| 1       | Good practice in asbestos removal and remediation  | 10%             |
| 2       | Asbestos removal control plan                      | 15%             |
| 3       | Air sampling for asbestos                          | 15%             |
| 4       | Enclosures, clearance air monitoring and reporting | 20%             |
| 5       | Practical work                                     | 40%             |

#### 1 Good practice in asbestos removal and remediation (10%)

##### Educational objectives

Candidates should have a clear understanding of the health effects relating to asbestos and current best practice for asbestos removal and remediation.

##### 1.1 Health effects

- 1.1.1 Outline the full range of health effects of asbestos ranging from the benign to the terminal in the light of results from epidemiological studies carried out on asbestos workers.
- 1.1.2 Review influential publications.
- 1.1.3 Cover dose-response relationships, the effects of smoking while working with asbestos and the risks to health from low level exposure.

##### 1.2 Good practice methodology

- 1.2.1 Outline the best practice methods for asbestos removal, including the duties of the asbestos removal contractor, employer, building owner and laboratory analytical service.
- 1.2.2 Refer to good practice techniques for asbestos removal and remediation.
- 1.2.3 Review generally accepted control limits governing exposure to airborne asbestos.
- 1.2.4 Review generally accepted clearance indicators, together with the underlying philosophy of setting such limits.

#### 2 Asbestos removal control plan (15%)

##### Educational objectives

Candidates should be thoroughly familiar with current good practice in the design and construction of enclosures for asbestos remediation, and must be able to identify examples

of poor working procedures in a practical situation.

- 2.0.1 Discuss the importance of the asbestos removal control plan, and the use of control measures to reduce airborne asbestos emissions and to limit the spread of debris.
- 2.0.2 Look in detail at the design, construction, testing and maintenance of enclosures and negative pressure air management systems.
- 2.0.3 Discuss the role and use of personal protective equipment, including hygiene facilities. Cover the importance of cleaning the area and the safe removal and disposal of debris.
- 2.0.4 Describe the various stages of clearance testing and its certification, and the requirements of the asbestos removal control plan. This includes work areas, enclosures, hygiene facilities, transit routes and waste disposal.

### 3 Air sampling for asbestos (15%)

#### Educational objectives

Candidates should have a detailed knowledge of the best practice methods for sampling of airborne asbestos fibres.

#### 3.1 *Types of air sampling*

- 3.1.1 Detail the types of air sampling that can be carried out.
- 3.1.2 Review sampling strategies and their relevance for identification of sources of contamination [e.g. requirements and locations for leak testing, background testing, reassurance sampling and personal monitoring]. Review assessment of personal exposure and the checking of efficiency and effectiveness of control measures.
- 3.1.3 Describe the set-up of air sampling trains for monitoring of airborne fibre concentrations, calibration techniques and minimisation of sampling errors.

#### 3.2 *Air sampling equipment and procedures*

- 3.2.1 Discuss the requirements of the WHO counting method in relation to sampling of airborne asbestos.
- 3.2.2 Discuss the requirements for recording calibration and site sampling information to ISO 17025 standards.
- 3.2.3 Overview of fibre counting procedures, including the process of sending air samples to a laboratory for analysis and receiving of results.

### 4 Enclosures, clearance air monitoring and reporting (20%)

#### Educational objectives

Candidates should be able to describe the methods used to inspect and test an enclosure used for asbestos removal, and to describe the various stages for clearance inspections.

#### 4.1 *Safety aspects*

- 4.1.1 Discuss face fit testing, the selection and use of PPE and RPE, its place in the

hierarchy of control and the likely protection it gives.

- 4.1.2 Describe transit and decontamination procedures that may need to be followed.
- 4.1.3 Discuss the medical records that may need to be kept, together with other risk assessments that may be necessary.

#### 4.2 *Enclosure evaluation*

- 4.2.1 Describe inspection procedures to detect any deficiencies in enclosures, including smoke testing, leak testing, and identification of faults in enclosure design.
- 4.2.2 Emphasise the need to include the decontamination unit and any other equipment in the evaluation of the enclosure.

#### 4.3 *Thorough visual inspections and clearance sampling*

- 4.3.1 Describe when and how visual inspection and clearance sampling is carried out, what must be looked for and the types and frequency of dust disturbance which must take place prior to clearance sampling.
- 4.3.2 Describe clearance inspections of enclosures and decontamination units, and give advice as to where asbestos may be found after contractors have completed stripping operations.
- 4.3.3 Examine guidance documents in relation to clearance sampling, the meaning of 'thoroughly visually clean' and how this is assessed.

#### 4.4 *The clearance indicator threshold and the role of clearance sampling*

- 4.4.1 Discuss the significance of the clearance indicator threshold and its application to clearance sampling.
- 4.4.2 Discuss the requirements imposed by ISO 17025 accreditation and the role of the authorities (or national equivalents) in ensuring that certification is carried out with integrity.
- 4.4.3 Discuss areas of potential conflict of interest and action to be taken if undue pressure is exerted on the sampler.

#### 4.5 *Final assessment post-enclosure/work area dismantling*

- 4.5.1 Describe areas for inspection outside the enclosure and the disposal of asbestos-containing materials in compliance with the asbestos removal control plan.

#### 4.6 *Clearance certificates*

- 4.6.1 Identify who must issue and who must receive the clearance certificate, and what it must contain.
- 4.6.2 Clarify the status of any conditions specified in the certificate.

#### 4.7 *Communications and reporting*

- 4.7.1 Explain the need for clear communications with colleagues and clients.
- 4.7.2 Describe the requirements for formal reporting of analytical results and the clearance.

## 5 Practical work (40%)

### Educational objectives

Candidates should be able to carry out the full air monitoring procedure, correctly use PPE/RPE and personal decontamination, and understand the various stages of clearance inspections through to issuing clearance certificates.

#### 5.1 *Asbestos Removal Control Plan (25%)*

5.1.1 Reviewing the Asbestos Removal Control Plan and comparison with site details.

#### 5.2 *Air sampling (15%)*

5.2.1 Confirmation of the candidate's ability to do all relevant calculations relating to the number of samples to be taken for clearance, the air volume for each sample.

5.2.2 Setting up and calibrating of relevant sampling trains for all types of asbestos monitoring and sampling strategies.

#### 5.3 *Clearance testing (45%)*

5.3.1 Confirmation of the candidate's full knowledge of all of the elements of the clearance procedure.

5.3.2 Enclosure inspection - prior to work and to detect deficiencies, smoke testing, leak testing and enclosure design.

5.3.3 Visual clearance of enclosure post remediation.

5.3.4 Use of PPE/RPE and personal decontamination procedures.

5.3.5 Issuing a clearance certificate.

#### 5.4 *Role plays (15%)*

5.4.1 Dealing with awkward and pressured situations.

## Section 7

### References and further reading

A comprehensive Student Manual is available as part of the IP404 qualification.

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The following websites include useful information about conducting asbestos assessments in different countries:

Australia

[www.safeworkaustralia.gov.au/sites/SWA](http://www.safeworkaustralia.gov.au/sites/SWA)

New Zealand

[www.business.govt.nz/worksafe/](http://www.business.govt.nz/worksafe/)

United States of America

[www.cdc.gov/niosh/](http://www.cdc.gov/niosh/)

Great Britain

[www.hse.gov.uk/asbestos](http://www.hse.gov.uk/asbestos)

## Section 8

### Achieving the qualification

Candidates are required to pass three mandatory components to be awarded the qualification: one assessment and two written examinations.

#### Assessment

- Formative Practical assessment (FP).

#### Written examinations

- Written Theory examination (WT);
- Written Practical examination (WP).

### Assessment

#### Formative practical assessment

It is important for candidates to understand the process of carrying out asbestos assessments, from air sampling to clearance inspections and through to issuing a clearance certificate. The formative practical assessment is designed to enable candidates to demonstrate that they understand the following:

- The complete procedure for taking air samples, including the set-up of the sampling train for all types of air sampling and its calibration (clearance sampling, personal sampling, reassurance sampling etc.);
- Selection, checking and wearing of relevant PPE and RPE, including appropriate decontamination and removal procedures;
- A full understanding of all stages of the process for site certification for reoccupation purposes, including issuing of a clearance certificate.

The formative practical assessment requires candidates to complete a number of practical tasks in line with BOHS guidelines. 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.

## The practical tasks

The following three tasks must be included in the formative practical assessment:

### ***Task 1 - Procedure for taking samples***

Candidates must demonstrate:

- The set-up and calibration of sampling trains for clearance, personal, reassurance sampling etc.
- Calculation of the number of samples required in an area for clearance testing.
- Positioning of samplers and sampling procedure.
- Post-sampling recovery of samplers.

The task includes:

- Filter handling and mounting in filter head.
- Pump preparation and assembly of sampling train.
- Flow calibration.
- Sampling time and flow-rate recording.
- Post-sampling transportation of filters.
- Understanding of sampling strategies for personal exposure monitoring, background/reassurance monitoring and leak testing.

### ***Task 2 - Selection and use of RPE/PPE***

Candidates must demonstrate:

- Inspection and fit checking of a suitable respirator.
- Correct donning and removal of RPE, including decontamination.
- Correct donning and removal of other PPE.

### ***Task 3 – Clearance testing***

Candidates must demonstrate a full understanding of all stages of the process for site certification for reoccupation purposes, including issuing of a clearance certificate.

The task includes:

- Enclosure evaluation.
- Enclosure inspection.
- Disturbance procedures.
- Final assessment.
- Clearance certification.

## Marking guidance

### Safety issues

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

- 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 asbestos assessment

### Marking and reporting

The course tutor that assesses the candidates must complete a Formative Practical Assessment Report Form for each candidate (see Appendix 1). The report must clearly show if each candidate has achieved a satisfactory or unsatisfactory level of proficiency for each assessment element and should include other comments about the candidate's performance, such as weaknesses that were corrected and key points to take into asbestos practice.

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

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

### Results

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

### Re-sits

The formative practical assessment is not time-constrained, and it is expected that candidates who meet the entry requirements for the qualification will pass the assessment during the course. However, candidates are permitted to re-sit the assessment at a later date if required.

Candidates who do not complete the tasks are permitted to take the written and practical examinations, but will not be awarded the qualification module until they complete the formative practical assessment.

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## Written examinations

The two written examinations usually take place immediately after the course.

### Written theory examination

The written theory examination enables candidates to demonstrate that they have attained the required breadth and depth of knowledge in the techniques of air sampling and clearance inspections, and the provisions for issuing clearance certificates.

The examination comprises 40 short-answer questions to be answered in two hours. Short-answer questions require candidates to give brief answers, sometimes as bullet points or calculations. All questions are worth 4 marks and candidates may be awarded between 0 and 4 marks per question. Candidates should attempt all questions as no marks are deducted for incorrect answers.

The pass mark is 50%.

The examination covers sections 1 to 4 of the syllabus in proportion to the time allocation given for each section. This gives a question allocation as follows:

| Section |  | Number of questions |
|---------|--|---------------------|
| 1       | Good practice in asbestos removal and remediation  | 7                   |
| 2       | Asbestos Removal Control Plan                      | 10                  |
| 3       | Air sampling for asbestos                          | 10                  |
| 4       | Enclosures, clearance air monitoring and reporting | 13                  |

The sections are clearly marked in the examination paper.

The written theory examination is a closed-book examination which means that candidates are not permitted to have access to any material.

### Written practical examination

The written practical examination enables candidates to show that they understand how to apply their knowledge to real life situations.

The examination comprises up to 30 questions to be answered in two hours. Many of the questions are based on photographs, diagrams or extracts from documents and can be answered as bullet points. The questions do not require candidates to write large quantities of text. Candidates should attempt all questions as no marks are deducted for incorrect answers.

The questions are worth different numbers of marks, up to a maximum of 10 marks. The number of marks is clearly shown after each question to help candidates understand the expected length of a full answer to the question. Candidates may be awarded between 0 marks up to the maximum number of marks per question.

The pass mark is 60%.

The examination covers section 5 of the syllabus in proportion to the percentages shown in the sub-sections. This gives a mark allocation as follows:

| Section 5 |                               | % of marks |
|-----------|-------------------------------|------------|
| 5.1       | Asbestos removal control plan | 25%        |
| 5.2       | Air sampling                  | 15%        |
| 5.3       | Clearance testing             | 45%        |
| 5.4       | Role plays                    | 15%        |

The sub-sections (5.1, 5.2, 5.3, 5.4) are clearly marked in the examination paper.

The written practical examination is an open-book examination which means that candidates are permitted to have access to relevant reference material but not electronic devices.

## General examination information

### Invigilation

The written examinations are carried out in controlled conditions, to help ensure that all candidates demonstrate their true level of attainment.

The training provider must appoint a competent invigilator to ensure that the examinations are conducted properly and fairly. Full details about the examination procedure are provided in the BOHS *Handbook for Invigilators for International Qualifications*.

### Marking and results

All examination papers are marked by BOHS.

Borderline fail results are automatically re-marked by a second marker.

Candidates receive their results in writing from BOHS. The results are reported as pass or fail plus a percentage.

Training providers are sent a list of results for all candidates on a course.

### Feedback

Candidates receive feedback on their examination performance for both examinations. For example, the feedback for a written theory examination in which a candidate scored 63% would be shown as follows:

| Syllabus Area |  | Result         |              |
|---------------|--|----------------|--------------|
| 1             | Good practice in asbestos removal and remediation  | 14/28          | (50%)        |
| 2             | Asbestos removal control plan                      | 30/40          | (75%)        |
| 3             | Air sampling for asbestos                          | 30/40          | (75%)        |
| 4             | Enclosures, clearance air monitoring and reporting | 26/52          | (50%)        |
| <b>Total</b>  |  | <b>100/160</b> | <b>(63%)</b> |

Training providers receive feedback on the performance of all candidates. For example, the feedback for a course with six candidates would be as follows:

| Written Exam Performance against syllabus |   | Number of candidates in each scoring band |        |         |
|---|---|---|--------|---------|
|   |   | 0-49%                                     | 50-75% | 76-100% |
| Written Theory                            | 1: Good practice in asbestos removal & remediation    | 1   | 4      | 1       |
| Written Theory                            | 2: Asbestos removal control plan                      | 0   | 3      | 3       |
| Written Theory                            | 3: Air sampling for asbestos                          | 2   | 4      | 0       |
| Written Theory                            | 4: Enclosures, clearance air monitoring and reporting | 4   | 2      | 0       |
|   |   | 0-59%                                     | 60-75% | 76-100% |
| Written Practical                         | 5.1: Asbestos removal control plan                    | 1   | 4      | 1       |
| Written Practical                         | 5.2: Air sampling                                     | 1   | 4      | 1       |
| Written Practical                         | 5.3: Clearance testing                                | 0   | 6      | 0       |
| Written Practical                         | 5.4: Role plays                                       | 2   | 3      | 1       |

### Resits

Candidates may re-sit one or both of the examinations; but both examinations must be passed within 12 months of the original sitting.

### Certification

Candidates who pass the formative practical assessment and written examinations within 12 months will be awarded an ***International Proficiency Certificate in Air Monitoring, Clearance Inspections and Reoccupation Following the Removal of Asbestos.***

## Section 9

### Quality assurance

#### Internal quality assurance

Training providers must operate an internal quality assurance system which evaluates and improves the delivery of the qualification.

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#### External quality assurance

BOHS undertakes desk-based reviews of documents, including teaching materials, conducts surveys of candidates and reserves the right to inspect training providers.

This qualification is not included in the mandatory asbestos training provider inspection scheme.

## Section 10

### Offering the qualification

#### Approved training providers

Please complete and return the 'Application Form for Additional Qualifications' to [qualifications@bohs.org](mailto:qualifications@bohs.org). The form is available on the BOHS website.

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#### New training providers

Please send an email to [qualifications@bohs.org](mailto:qualifications@bohs.org) expressing your interest in offering the qualification and we will advise you about the approvals process.

## Section 11

### Other qualifications

Candidates who achieve this qualification may wish to take one of the following qualifications:

#### IP402 Surveying and Sampling Strategies for Asbestos in Buildings

##### Objective

The objective of IP402 is to improve the knowledge and skills required by asbestos surveyors up to a standard which is recognised as reducing ill health by minimising the risk of exposure to airborne asbestos fibres.

##### Target audience

The qualification is suitable for anyone who is:

- Required to survey buildings for asbestos as part of their work;
- Considering a career in asbestos surveying;
- Responsible for managing surveyors and surveying teams.

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#### IP402RPT Report Writing for Asbestos Surveys

##### Objective

The completion of clear and comprehensive asbestos survey reports for clients is an important part of an asbestos surveyor's work. This qualification recognises that asbestos surveyors have the necessary knowledge and skills to write reports.

##### Target audience

The qualification is for asbestos surveyors who have completed IP402.

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#### IP403 Asbestos Fibre Counting (PCM)

##### Objective

The objective of IP403 is to provide candidates with theoretical and practical knowledge in the techniques of fibre counting of asbestos air samples using phase contrast microscopy (PCM).

##### Target audience

The qualification is suitable for anyone who:

- Carries out the approved methods of fibre count sampling as part of their work;
- Is considering a career as an asbestos analyst;
- Is responsible for managing asbestos analysts.

## IP405 Management of Asbestos in Buildings

### Objective

The qualification is designed to provide the background knowledge required to procure good quality asbestos surveying, removal, and analytical services and to monitor the standard of the services by understanding the work procedures.

### Target audience

The qualification is for anyone who:

- Manages asbestos in buildings;
- Procures asbestos-related services;
- Is a dutyholder/PCBU or provides assistance to them in the discharge of their responsibilities;
- Has an analytical or surveying background and is looking to progress into asbestos management.

# Appendix 1

## Formative Practical Assessment Report

**International Proficiency Module**  
**IP404 - Air Monitoring, Clearance Inspections and Reoccupation Following the**  
**Removal of Asbestos**

|                           |  |                        |  |
|---------------------------|--|------------------------|--|
| <b>Training Provider</b>  |  |                        |  |
| <b>Course Start Date</b>  |  | <b>Course End Date</b> |  |
| <b>Location of Course</b> |  |                        |  |
|                           |  |                        |  |
| <b>Name of Candidate</b>  |  | <b>Date of Birth</b>   |  |
| <b>Date of Assessment</b> |  |                        |  |

| <b>Assessment Element</b> |                                     | <b>Tutor Comment on Level of Proficiency<sup>1</sup></b> |
|---------------------------|-------------------------------------|--|
| <b>1</b>                  | <b>Procedure for taking samples</b> |  |
| <b>2</b>                  | <b>Selection and use of RPE/PPE</b> |  |
| <b>3</b>                  | <b>Clearance testing</b>            |  |

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.

|                      |  |                           |  |
|----------------------|--|---------------------------|--|
| <b>Name of tutor</b> |  | <b>Signature of tutor</b> |  |
|----------------------|--|---------------------------|--|

<sup>1</sup>Tutor must enter 'Satisfactory' or 'Unsatisfactory' for each element, with additional comments if necessary relating to the candidate's ability and expertise in that element.

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Information in this Qualification Specification is correct at the time of issue but may be subject to change.

**BOHS**

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Incorporated by Royal Charter  
No. RC000858

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