

Licensed asbestos removal notifications – Amending the expected finish date during licensable asbestos removal work

HSE has modified the ASB5 database and amendments to the expected finish date on your notification (ASB5) can now only be made within the notification period.

It is no longer possible to extend the finish date if the existing notification period has ended.

What should I do?

Continue to plan your removal work as accurately as you can (including the time needed to carry out the four-stage clearance) and submit a notification (ASB5) to HSE, or the appropriate enforcing authority, with the expected finish date.

If you need to extend the expected finish date

If the expected finish date changes, amend the notification on the ASB5 system without delay and before the existing finish date expires.

What do I do if the notification period has finished?

Remember, ALU expects high standards of site management and organisation. Requests to extend the duration of the work after the expected finish date has passed should be rare and isolated.

Make the site safe and contact ALU using this email address asbestos-unit@hse.gov.uk.

In the email:

- Provide the new expected finish date
- Provide a copy of the original notification
- Provide a clear explanation of why you couldn't make the change within the notification period.

An ALU licence assessor will review information supplied and will either agree to a short extension or, where the remaining work is likely to be significant, ask you to submit a new notification. ALU will send you an email to confirm the short extension or other action agreed.

Remember that details of your request will be recorded and considered during your licence renewal assessment when assessing your management arrangements.

What if I can't update the finish date because of a database error or other HSE computer problem?

Please check your own connections and systems are fully operational. Try updating the date on another machine or device.

If you have encountered an error with the HSE ASB5 database before the expected finish date contact ALU on asbestos-unit@hse.gov.uk. Supply evidence (eg a time and date marked screenshot) of the error you encountered.

To avoid errors, we recommend you allow sufficient time to extend the notification period and avoid last-minute updates. Note that HSE systems are sometimes down for short periods over weekends.