# UKATA Syllabus

**AS03**

# Asbestos Sampling

Issue Date: 10/03/2025 | Version: 1

- AA: Asbestos Awareness
- NL: Non-Licensed
- LW: Licensed Work
- DTM: Duty to Manage
- AM: Asbestos Management
- ✓ **AS: Analyst/Surveyor**
- RP: RPE/PPE
- SMG: Soil & Made Ground
- OH: Occupational Hazards

*UKATA is a leading non-profit association dedicated to improving the quality and standards of asbestos, silica and dust control training.*

## Recognition and Grants

UKATA is an approved CITB 3rd Party Awarding Organisation for the Construction Training Register and Construction Training Directory. This UKATA syllabus has been mapped against the CITB standard and is available for automated grant payments to levy registered employers.

| Training Type | Grant Tier | Grant Rate | Grant Code |
|---|---|---|---|
| Initial | 1 | £60 | GET2839 |
| Refresher | 1 | £30 | GET2827 |

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UKATA is a Member of The CPD Certification Service providing recognised independent CPD accreditation compatible with global CPD principles.

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This UKATA syllabus has been reviewed and independently certified as being suitable for CPD purposes by The CPD Certification Service.

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UKATA holds ISO 9001 certification and continues to maintain the quality standard through annual auditing. ISO 9001 is a global standard for quality management systems (QMS), requiring organisations to demonstrate that their internal procedures meet rigorous guidelines, ensuring consistent delivery of quality products and services to customers and stakeholders.

## Contents

## 1. Course Title

Asbestos Sampling

## 2. Introduction

This syllabus sets out the guidance issued by UKATA for the provision of asbestos sampling training as contained within the Control of Asbestos Regulations 2012 (CAR 2012), Asbestos: The Survey Guide (HSG264 Paragraph 110 – 120) and refrence to Asbestos Essentials (HSG210).

This document provides the syllabus for the training along with guidance on the minimum content of all courses. Tutors can offer bespoke or tailored training for the remainder of any training session, but the core content must be adhered to.

## 3. Purpose/Scope

The purpose of this training is to equip learners with the theoretical knowledge and practical skills necessary for safely sampling suspected non-licensed asbestos-containing materials (ACMs). This course provides a fundamental understanding of the hazards associated with ACMs, safe sampling techniques, and compliance with relevant legislation, particularly as outlined in CAR 2012. It is important to note that this syllabus is restricted to the sampling of non-licensed ACMs and Asbestos Insulating Board (AIB) only. Learners completing this course will not be considered competent to sample asbestos insulation or asbestos spray coatings, which are excluded from this syllabus.

This training does not cover asbestos removal or handling beyond the sampling process.

## 4. Occupational Relevance

Any persons carrying out non-licensed works with asbestos containing materials laid down in CAR 2012, Reg 3(2). This would normally include, but is not limited to, trade operatives, architects, building surveyors and other such professionals or any other persons likely to take samples of suspected ACMs for clarification.

## 5. Duration

Minimum of 6 learning hours.
*(This includes a minimum of 2.5 learning hours of practical training and the time allocated for the final exam)*

## 6. Learner Pre-requisite

Learners are required to have successfully completed a UKATA Asbestos Awareness course within the last 6 months. Proof of this training must be verified by the training provider and should be dated no earlier than six months prior to the start of the course. If the Asbestos Awareness certification has expired beyond this six-month window, learners must undertake a new UKATA Asbestos Awareness course.

## 7. Individual Learning Needs

The tutor must assess each learner's individual needs before the course begins and adapt the training accordingly.

## 8. Instruction/Supervision

As a minimum, tutors must meet the following criteria:

- 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 UKATA Non-Licensable training.
- 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.
- Hold a recognised trainer qualification, i.e., Level 3 Award in Education and Training, or must achieve this qualification within 12 months of registration with UKATA.
- 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.
- After meeting the above criteria, the Tutor is required to pass the UKATA Non-Licensed Tutor Knowledge Test.

## 9. Delivery

Training must be delivered in a suitable environment and in accordance with the UKATA Training Centre & Equipment Minimum Standards. All equipment must be of a suitable quality and quantity for learners to achieve learning outcomes and must comply with relevant legislation.

The class size and tutor to learner ratio must allow training to be delivered in a safe manner and enable learners to achieve learning outcomes. The approved training delivery methods for this training along with the maximum tutor to learner ratios are:

**Classroom:** 1:10 (theory & practical)
**Virtual Classroom:** 1:10 (theory) (refresher training only)

An additional tutor can assist with the practical training, or this element can be staggered, see Section 19.

## 10. Assessment

Attainment of the learning outcomes will be assessed by a multiple-choice exam consisting of at least 30 questions taken from the UKATA question bank and sat under exam conditions. At the discretion of the tutor, learners shall be permitted to refer to any notes they make during the training session, or the training manual/notes provided by the tutor.

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

The exam should have a completion time of approximately 40 minutes, though this is intended as a guideline. Tutors should accommodate the diverse needs of learners, which may include reading the questions aloud when necessary. However, no assistance may be provided in answering the questions.

## 11. Quality Assurance

Quality assurance against this syllabus requires verification and approval of the presentation materials, exam papers, course handouts and tutor narrative. Independent audits are carried out to demonstrate conformity with the training standards set by UKATA and each tutor maintains a CPD record that aligns with the UKATA Tutor Competency Framework.

UKATA prides itself on numerous accreditations and certifications that reflect our commitment to the highest standards of service and quality. A detailed list of these can be accessed at: UKATA Accreditations.

## 12. Renewal/Refresher

Certification for this training course will be valid for one year.

Annual refresher training is required for asbestos sampling, and more frequent refreshers may be necessary if there are changes in work methods, equipment, or significant alterations in the type of work. Refresher courses are also recommended if any gaps in competency are identified.

The duration of refresher training is determined by a training needs analysis (TNA) conducted by the training provider and should be a minimum of 3 learning hours.

Learners must provide evidence of their previous UKATA Asbestos Sampling (or refresher) training, completed within the last 12 months. If unable to verify recent certification, learners will need to undergo the full training course again.

Following the certification expiration date, a grace period of three months is permitted for refresher training to be delivered. The employer should, in this case, carry out a TNA and discuss the training requirements with the training provider.

## 13. Approved Date

01/02/2025

## 14. Review Cycle

Either on request or within 3 years from approval date.

## 15. Additional Resources

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|---|---|
| View | Non-Licensed work with asbestos – HSE. |
| View | Managing and working with asbestos - Control of Asbestos Regulations 2012(CAR 2012) - Approved Code of Practice and guidance L143. |
| View | Asbestos essentials - A task manual for building, maintenance and allied trades of non-licensed asbestos work (HSG210). |
| View | HSG264 - Asbestos: The survey guide. |

## 16. Learning Outcomes

- ✓ Identify materials defined as non-licensed asbestos-containing materials (ACMs).
- ✓ Implement strategies to prevent asbestos spread and manage exposure based on HSE's Asbestos Essentials.
- ✓ Identify the tools and procedures necessary for taking samples from asbestos-containing materials (ACMs), specifically non-licensed ACMs and Asbestos Insulating Board (AIB).
- ✓ Demonstrate the application of control measures to minimise the risk of asbestos exposure and cross-contamination during sampling activities.
- ✓ Understand the scope of the syllabus, specifically that it is limited to the sampling of non-licensed ACMs and AIB only, and the exclusion of materials such as asbestos insulation or spray coatings.
- ✓ Perform practical sampling exercises on simulated ACMs, including asbestos cement products, textured coatings, floor tiles, and other materials, while adhering to safety protocols.
- ✓ Understand and apply techniques to avoid cross-contamination during the sampling process, ensuring the integrity of the samples and safety of the work environment.
- ✓ Accurately bag and label asbestos samples, understand the importance of choosing a suitable laboratory, and manage the chain of custody from the point of sampling to laboratory analysis.
- ✓ Learn to interpret the results from asbestos sample analysis and understand their implications for further action or remediation.
- ✓ While wearing appropriate RPE and PPE, demonstrate the correct sequence of decontamination as per HSE guidelines, ensuring compliance with safety standards during and after sampling.
- ✓ Comprehend the process of maintaining the integrity of samples from collection through to laboratory analysis, including the correct procedures for handling and documentation.

## 17. Required Course Content – Theory

| MODULE 1 | DURATION: APPROXIMATELY 30 MINUTES |
|---|---|
| | **Legislation Relating to Asbestos Sampling** |
| | 1.1 Regulation 3 (2): Understanding the categorisation of work (non-licensed, licensed) and how sampling fits within regulatory frameworks, using HSE guidance such as HSG210. |
| | 1.2 Regulation 5: The importance of assessing materials and making presumptions about asbestos content. |
| | 1.3 Regulation 6: The need for a suitable and sufficient exposure assessment before sampling. |
| | 1.4 Regulation 7: Developing a plan for safe sampling procedures. |
| | 1.5 Regulation 10: Training requirements for those conducting asbestos sampling. |
| | 1.6 Regulation 11: Preventing exposure while conducting sampling. |
| | 1.7 Regulation 12: Use of control measures specific to sampling. |
| | 1.8 Regulation 15: Emergency procedures relevant to accidental fibre release during sampling. |
| | 1.9 Regulation 16: Preventing the spread of asbestos during sampling. |
| | 1.10 Regulation 19: Air monitoring considerations in sampling environments. |
| | 1.11 Hazardous Waste Regulations 2005 (as amended 2009): Disposal requirements for sample waste. |

| MODULE 2 | DURATION: APPROXIMATELY 10 MINUTES |
|---|---|
| | **Equipment Used in Asbestos Sampling** |
| | 2.1 Overview of sampling tools, including core samplers, knives, and chisels. |
| | 2.2 Use of class-H vacuum cleaners to minimise contamination. |
| | 2.3 PPE requirements specific to sampling, including gloves and respiratory protection. |

| MODULE 3 | DURATION: APPROXIMATELY 10 MINUTES |
|---|---|
| | **Wetting and Control Measures for Sampling** |
| | 3.1 Application of wetting agents to minimise fibre release. |
| | 3.2 Proper techniques for wetting different ACMs before sampling. |

| MODULE 4 | DURATION: APPROXIMATELY 10 MINUTES |
|---|---|
| | **EM4 Using a class-H vacuum cleaner for asbestos:** |
| | 4.1 Selection, use, and maintenance of PPE specific to sampling activities. |
| | 4.2 Face-fit testing requirements for RPE used in sampling. |

| MODULE 5 | DURATION: APPROXIMATELY 10 MINUTES |
|---|---|
| | **Personal Decontamination after Sampling** |
| | 5.1 Decontamination procedures post-sampling, including correct removal of PPE. |
| | 5.2 Use of damp rags to clean contaminated surfaces. |

| MODULE 6 | DURATION: APPROXIMATELY 10 MINUTES |
|---|---|
| | **Disposal of Sampling Waste** |
| | 6.1 Proper containment and double-bagging of sampled materials. |
| | 6.2 Transportation and disposal of sample waste in compliance with regulations. |

| MODULE 7 | DURATION: APPROXIMATELY 10 MINUTES |
|---|---|
| | **Risk Assessment and Planning for Sampling Work** |
| | 7.1 Development of risk assessments and work plans specific to sampling. |
| | 7.2 Consideration of location-specific hazards. |

| MODULE 8 | DURATION: APPROXIMATELY 10 MINUTES |
|---|---|
| | **Emergency Procedures in Sampling Environments** |
| | 8.1 Actions to take in the event of accidental fibre release. |
| | 8.2 Handling damaged or compromised sample bags. |

| MODULE 9 | DURATION: APPROXIMATELY 80 MINUTES |
|---|---|
| | **Sampling ACMs – Additional Information** |
| | 9.1 How samples are taken and the tools used. |
| | 9.2 Application of control measures during sampling. |
| | 9.3 Limitations of this syllabus to sampling non-licensed ACMs only. |
| | 9.4 Avoiding cross-contamination during sampling. |
| | 9.5 Bagging and labelling of sample bags. |
| | 9.6 Choosing a suitable laboratory and overview of the bulk sampling analysis process. |
| | 9.7 Chain of custody from point of sample to laboratory. |
| | 9.8 Interpreting laboratory results. |

## 18. Required Course Content - Practical

As defined in CAR 2012, L143 paragraph 244, ”Where any employees are required to use plant and equipment or carry out work activities then practical training (i.e. giving someone the opportunity to try and practice something for themselves rather than having it explained or demonstrated to them)” must be given.

While undertaking the elements below, it is understood that these elements can be merged together to simulate the process on site from arrival, PPE, set up, undertaking the work, applying the control measures, bagging waste, cleaning down and decontamination. **NB: all tasks undertaken must be carried out on non-asbestos containing materials.**

| MODULE 10 | DURATION: APPROXIMATELY 10 MINUTES |
|---|---|
| | **Use of Class-H Vacuum in Sampling Work** |
| | 10.1 Proper handling, cleaning, and maintenance of the vacuum. |
| | 10.2 Demonstration of shadow vacuuming techniques. |
| | **This module will require a class-H Vacuum, at no time should the training provider simulate this practical with a domestic or other type of vacuum.** |

| MODULE 11 | DURATION: APPROXIMATELY 10 MINUTES |
|---|---|
| | **Application of Wetting Techniques for Sampling** |
| | 11.1 Demonstration and practice of wetting techniques before taking samples. |

| MODULE 12 | DURATION: APPROXIMATELY 40 MINUTES |
|---|---|
| | **Use of PPE and RPE in Sampling Work** |
| | 12.1 The tutor should practically demonstrate how to examine and check the PPE before use, how to wear the equipment and remove after the work has been completed. The learners should also be given the opportunity to practice putting on and removing, RPE in particular, and how to store reusable equipment. |

| MODULE 13 | DURATION: APPROXIMATELY 10 MINUTES |
|---|---|
| | **Bagging waste:** |
| | 13.1 The tutor should practically demonstrate how to bag and double bag asbestos waste and PPE in the correct sequence. The learner should be given the opportunity to examine, use and seal the bags practically. |

| MODULE 14 | DURATION: APPROXIMATELY 20 MINUTES |
|---|---|
| | **Decontamination:** |
| | 14.1 While wearing RPE and PPE, the tutor should demonstrate the correct sequence of decontamination as detailed in EM8. The learners should be given the opportunity to undertake the practical decontamination procedure as detailed in EM8. |

| MODULE 15 | DURATION: APPROXIMATELY 60 MINUTES |
|---|---|
| | **Practically taking samples (incorporating control measures, decontamination etc from previous non-licensed training) :** |
| | 15.1 Practical sampling exercises using non asbestos materials to demonstrate the use of the PPE, control measures, decontamination, and safe handling of asbestos samples. Materials should include:<br>• Simulated asbestos insulating board<br>• asbestos cement sheets and products<br>• textured coating<br>• floor tiles<br>• bitumen products<br>• textiles<br>• gaskets<br>• resins and composite products<br>• This list is not exhaustive. |
| | 15.2 While wearing RPE and PPE, the tutor should demonstrate the correct sequence of decontamination as detailed in EM8. The learners should be given the opportunity to undertake the practical decontamination procedure as detailed in EM8. |

## 19. Guidance for Organising Practical Training

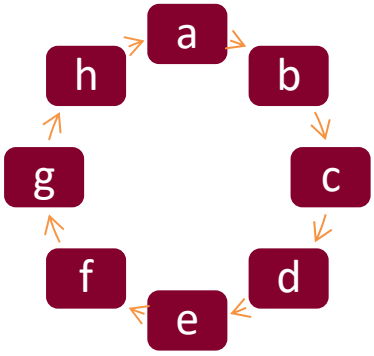
This guidance is designed to assist in the effective delivery of the practical components of the Asbestos Sampling training. Its aim is to offer a structured approach to the practical sessions, ensuring all learners gain the necessary hands-on experience. While the recommendations provided are not mandatory, they serve as a helpful guide to facilitate high-quality practical training.

**Practical Training Overview**
The practical training, as detailed in this course syllabus, spans approximately 2.5 hours and involves sampling a variety of simulated asbestos-containing materials. This includes the correct procedures for bagging samples and managing the waste generated during the sampling activities.

To ensure that each learner gains comprehensive exposure to all aspects of asbestos sampling, it is recommended that every learner undertakes each activity independently.

**Example Rotation:**

a) Learner A sets up and samples floor tiles.
b) Learner B sets up and samples simulated AIB.
c) Learner C sets up and samples textured coating.
d) Learner D sets up and samples cement products.
e) Learner E sets up and samples bitumen products.
f) Learner F sets up and samples textiles.
g) Learner G sets up and samples gaskets.
h) Learner H sets up and samples resin/composite products.




The above tasks can be extended to include additional sampling exercises on different materials, should the training provider have the necessary facilities and time available.

After completing each task, learners will move on to the next activity, ensuring that everyone gains hands-on experience with sampling all available materials.

**Task-Specific Considerations:**
The practical tasks should correspond closely with the theory segments outlined in the course, ensuring that learners understand both the rationale and technique behind each sampling method. Tutors should tailor the practical training to the specific needs of the learners, taking into account their job roles and the types of materials they are most likely to encounter.

This structured approach to practical training ensures that learners not only learn but also apply key techniques and practices for asbestos sampling, reinforcing their competency in this area of work.

**Adjustments for Different Numbers of Learners:**
Should the number of learners be less than the maximum expected, the rotation of tasks can be adjusted accordingly. This ensures that all tasks are covered thoroughly by each participant. The collaborative rotation method allows learners to assist and learn from one another, under the careful supervision of the tutor.