Appendix: F

Asbestos Management Plan
Training Records

Premises/Site: .....

It is a legal requirement for **asbestos awareness training** to be given to anyone whose work could foreseeably expose them to asbestos. Anyone who is liable to disturb asbestos during their normal work, or who supervises those employees, must get the correct level of information, instruction and training so that they can work safely and competently without risk to themselves or others. Face to face training should be given every 3 years, and refresher training should be taken annually.

Name	Course attended	Course date	Signature