

ASBESTOS WORK REQUEST FORM

SUBMIT COMPLETED FORM TO :

VOID Management Surveys, Mutual Exchange Surveys, TEM Tenancy – void.asbestos@westlothian.gov.uk ALL OTHER REQUESTS – asbestos@westlothian.gov.uk

Work Request

NAME PROJECT CODE DATE OF REQUEST

Click here to enter text.

Click here to enter text.

Click here to enter a date.

SERVICE CONTACT TEL. NO. E-MAIL ADDRESS

Click here to enter text.

Click here to enter text.

Click here to enter text.

Property Details

ADDRESS OF PROPERTY (where work is to be carried out)

Click here to enter text.

IS PROPERTY OCCUPIED (YES/NO)

Choose an item.

IF "NO" IS KEY SAFE FITTED

Choose an item.

KEY SAFE CODE

Click here to enter text.

CONTACT NAME FOR ACCESS

CONTACT TEL NO AND /OR E-MAIL

Click here to enter text

Click here to enter text.

SPECAIL ACCESS DETAILS(Communal stairs Etc.)

Click here to enter text.

Task Required

PLEASE CROSS ONLY ONE OF THE BELOW (CHOOSE A SURVEY TYPE)

TASK REQUIRED : Choose an item.

SURVEY TYPE : Choose an item.

Descriptions of Works to be Carried Out

<div></div>

DATE REQUIRED BY

DATE ACCESS IS AVAILABLE FROM

SPECIFIC DATE AND TIME WORK TO BE CARRIED OUT

Click here to enter a date.

Click here to enter a date.

Click here to enter a date.

TIME : Click here to enter text.

ASAP WILL NOT BE ACCEPTED IN ANY OF THE DATE FIELDS



TO BE COMPLETED BY ASBESTOS CONTRACTOR PERSONNEL ONLY

**Certificate of Cleanliness
Following Non-Licensed Asbestos Removal / Remediation**

PROPERTY:

CONTRACTOR
ORGANISATION

DATE:

TIME:

LOCATION OF WORKS IN PROPERTY [use WLC location reference]

DETAILED DESCRIPTION OF WORK INCLUDING ACMS REMOVED / REMEDIATED

I CONFIRM THAT THE ABOVE WORKS HAVE BEEN CARRIED OUT IN ACCORDANCE WITH THE CONTROL OF ASBESTOS REGULATIONS 2012 AND ALL ASSOCIATED GUIDANCE AND THAT I HAVE INSPECTED THE AREA(S) AND THERE IS NO VISIBLE DUST / DEBRIS PRESENT. THE AREA(S) LISTED ABOVE CAN BE RETURNED TO NORMAL USE

NAME [PRINT]

SIGNATURE