

Asbestos Sampling & Analysis Order Form

**POST ALL SAMPLES (Double Bagged) TO: PO BOX 7558
REDLAND BAY QLD 4165**

Work Order # (if applicable)	
Company Name (for invoice)	
Company Postal Address (for invoice)	
Contact Name (full name)	
Contact Phone Number	
Contact Email Address	
Date sample/s taken	
Address sample/s taken from	
Sample 1 (location / description)	
Sample 2 (location / description)	
Sample 3 (location / description)	
Sample 4 (location / description)	
Sample 5 (location / description)	
Sample 6 (location / description)	
Sample 7 (location / description)	
Sample 8 (location / description)	
Sample 9 (location / description)	
Sample 10 (location / description)	

Acceptance of Sampling Fee – All items inc GST

Asbestos Sampling & Analysis (for the first sample)	\$85.00
Asbestos Sampling & Analysis (for additional samples)	\$50.00
Signed:	

Once the completed order form and sample/s have been received, an invoice with all payment options will be emailed using the above information.

The formal Certificate of Analysis, once received from the NATA Accredited Lab, will be emailed through in PDF format upon receipt of payment in full or upon receiving a remittance advice.

Full Terms & Conditions can be found on our website www.qbm.com.au

QBM assumes that if an order is placed (in any form) that the Terms and Conditions have been read, understood and agreed to

Sampling Procedure

Step 1 – PREPARATION

- Ensure all required equipment is available and readily accessible for the sampling stage
 - ❖ Resealable zip-lock bags x 2 per sample
 - ❖ Scissors
 - ❖ PPE
- Personal protective equipment (PPE) must be worn at all times.
 - ❖ P2 disposable dust mask that meets Australian Standards (RPE)
 - ❖ Disposable latex gloves
 - ❖ Disposable coveralls
- Make sure no one else is in the vicinity when sampling is done.
- Shut down any heating or cooling systems including fans to minimize the spread of any released fibres.
- Do not disturb the material any more than is needed to take a small sample.

Step 2 – TAKING THE SAMPLE

- Wear disposable gloves, Put on respiratory protective equipment (RPE) and wear a pair of disposable coveralls.
- Lay down a plastic drop sheet to catch any loose material that may fall off while sampling.
- Wet the material using a fine mist of water containing a few drops of detergent before taking the sample. The water/detergent mist will reduce the release of asbestos fibres.
- Carefully remove a thumb nail piece from the entire depth of the material using the pliers.
- For fibre cement sheeting, take the sample from a corner edge or along an existing hole or crack.
- Place the small piece into one of the resealable zip-lock bags.
- Place that bag into the second zip-lock sandwich bag.
- Identify on the external bag the location where sample was taken from and the wording “Caution may contain Asbestos”.
- Tightly seal the plastic zip-lock bag after the sample is in it.
- Complete this form and place with resealable plastic zip-lock bag containing sample
- Place the sample bag and completed order form into an envelope with attached stamp or express bag and post to QBM.

QBM

PO Box 7558

Redland Bay QLD 4165

Step 3 – CLEANING UP

- Place disposable gloves and coveralls into a rubbish bag.
- Seal plastic bag.
- Wash hands.
- Keep P2 disposable dust mask on until clean-up is completed.
- Follow a decontamination procedure (personal washing) upon completion of the task.
- Store plastic rubbish bag until results are received. If the results are negative, rubbish can be disposed of normally. If the sample is positive then the rubbish bag must be disposed of at a council asbestos dump.

Step 4 – RESULTS

- Payment can be made as per invoice which will be sent once samples have been received by the office
- Sample results will be provided within 48 – 72 hours of being received by QBM
- Samples will be analysed by a NATA accredited LAB