## 1. MONTHLY ASBESTOS INSPECTION / LOG BOOK COMPLETE RECORD SHEET



Asbestos Item(s) covered by this sheet:	(this cannot be kept blank)
Specific locations must be identified above so a clear record of the lt is recommended that each individual record sheet deals with a specific locations.	

ACM Condition Satisfactory		Date Checked	Action required if there are any concerns regarding the condition of the ACM identified or the condition of information within the Log Book.	Signature of the 'Duty Holder' who has undertaken the	Is the Log Book up to date		Monthly Signature of the 'Responsible Person' confirming that the log
Yes	No (see sect. 7.5)			Monthly check of the ACM	Yes	No	book and the ACM condition is accurate

This document must be completed on a monthly basis and signed and dated in line with the statutory and corporate policy requirements. (there is no requirement to undertake monthly inspections where there is no asbestos on site, however 'no asbestos' must be identified on this log sheet with reference to the document which identifies that fact)