

Asbestos Register Compliance Checklist

Self-audit checklist aligned with the Control of Asbestos Regulations 2012 and HSE guidance (HSG264 & HSG227).

Purpose

This checklist is intended to help dutyholders confirm that an asbestos register is complete, current, and inspection-ready. It supports internal reviews, contractor oversight, and preparation for audits or inspections.

This checklist supports due diligence only and does not replace a professional asbestos survey or legal advice.

Section A – Required Fields Coverage

- ■ Building name recorded
- ■ Full address recorded
- ■ Year of construction or pre-2000 status identified
- ■ Dutyholder identified
- ■ Survey type recorded (Management / Refurbishment / Demolition)
- ■ All areas listed and correctly linked to the building
- ■ Area accessibility recorded
- ■ Material type recorded for each asbestos item
- ■ Product type recorded
- ■ Asbestos type recorded (if known)
- ■ Condition assessed
- ■ Risk / priority assessment present
- ■ Action recommendation defined

Section B – Review Date Discipline

- ■ Last inspection date recorded for all asbestos items
- ■ Next review date defined
- ■ No overdue inspections
- ■ Review frequency appropriate to survey type and risk
- ■ Register reviewed within the required period
- ■ Responsibility for review assigned

Section C – Evidence & Traceability

- ■ Asbestos survey report available
- ■ Sample results available (if applicable)
- ■ Photographic evidence of material condition available
- ■ Evidence linked to the correct building, area, and item
- ■ Changes recorded with date
- ■ Author of changes identifiable
- ■ Historical records retained
- ■ Audit trail available for inspection

Compliance Self-Declaration

Building / Portfolio name: _____

Date of review: _____

Based on the checks above, this asbestos register is assessed as:

☐ Complete and inspection-ready

☐ Requires attention

☐ Not compliant

Reviewed by (name & role): _____

Signature: _____ Date: _____